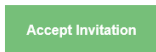


SIMS Options Online: How to create a student account

1. **Year 9 Students** will receive an invitation via their school email address from SIMS to join (from noreply@sims.co.uk), open the email and click on “Accept Invitation”

Simply accept this invitation and register within 90 days.



If the button above doesn't work, copy and paste the following link into your browser.

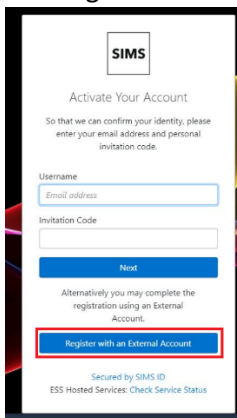
<https://registration.sims.co.uk>

Should you need to enter it, your personal invite code is: **4D3VDG TK8M**

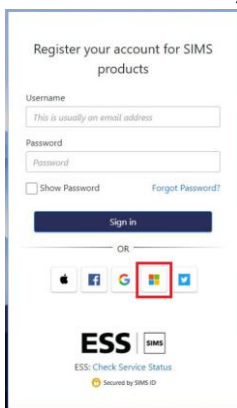
Sent on behalf of,

King Edward VI School

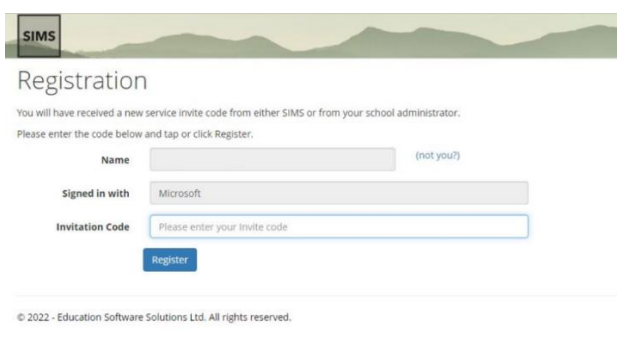
2. A new internet browser window with several choices of sign in will open and you must click on “Register with an External Account”:



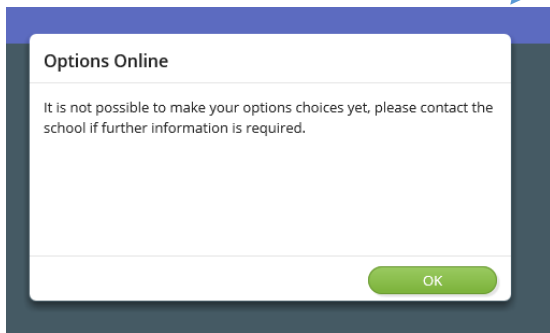
3. In the next window, click the Microsoft icon to continue:



4. Sign into your school account if asked to do so
5. You will see a Registration page with your name. Copy and paste the personal invite code from the invitation email here:



- At the Account Registration screen, enter your date of birth
- Another browser window will open as shown below – this is correct as the Options Site won't open until 18 February 2022

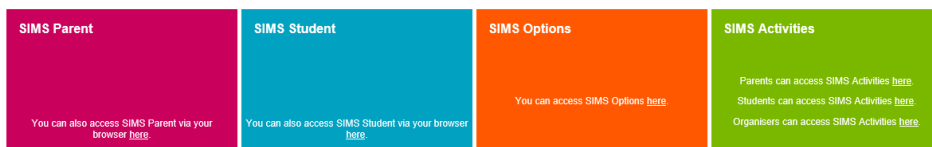


- You will know that you have successfully registered as you will receive a second email from SIMS ID to confirm that you have successfully registered as shown below. You don't need to do anything further for now.

Thank you for successfully registering your account with SIMS ID.

You will now be able to use this account to sign in to your school's SIMS Online Services products using the links below.

If you are an administrator for any of the SIMS Online Services products you can access the administration site [here](#).



If you have any difficulties logging in, please see Miss Diamond in the Exams and Data office or email: ks3options@king-ed.suffolk.sch.uk

ACCESSING SCHOOL EMAIL FROM HOME:

Go to: <http://login.microsoftonline.com/>

- Enter your username in the format: yourstudentnumber@student2019.king-ed.suffolk.sch.uk
- Enter your password: the same one you use to log in to a computer in school

You can then log-in to your school email account with your usual school email address (and then follow the instructions above to complete your Options registration)