

Attention Parents!

Our **NEW WEBSITE/APP** is up and running! Visit **rmaepto.membershiptoolkit.com** to see everything RMAE PTO has to offer this year. On our **NEW** site, you can access the **online directory**, buy **memberships** and **spirit wear**, sign up to **volunteer** and much, much more.

Here's what you need to do:

- Go to **rmaepto.membershiptoolkit.com**.
- Click on the **Register/Log In** button.
- Select "**Create Account**" and fill in the name, email, and password information.
- Click "**verify my email**" and then check your email for a link to complete the process. The link expires in 2 hours. If you do not receive the email, check your spam or junk folders.
- Once you have verified your email address, **log back in and finish the registration process**.

Once your account has been created:

1. Complete the **Parent/Family and Student Information** forms.
2. Complete the **Directory/Publish Preferences**.

*It is very important that you don't skip these forms. Access to the directory, stores, and volunteer form will not be granted until they have been completed.*

## Create account

1 — **Complete this form**  
2 — We will send you an email  
3 — **Click the link** in the email message to verify your email address and complete the process  
**The link expires in 2 hours.**  
*If you do not receive the email in the next few minutes, check the spam or junk folders in your email software.*

You will use this email address to log in to your account.

First name

Last name

Email address

Your account will be your email address. You must have access to this account to complete this process.

Password

Retype password

[cancel](#)

Once the Primary Account is set up, the **Primary User can "invite" other email addresses** to access his/her account. This allows the Secondary User to have their own login information, but still have access to the family account.

**Questions?** - Please don't hesitate to contact us at [pto@rmae.org](mailto:pto@rmae.org)