How to sign up for a new My Own Church account

All users must have an account to access the ParishSOFT Family Suite website. Users who do not have an account must sign up for an account to receive login credentials (username and password).

Creating a user account is a **one-time process**. This process requires the submission of personal details to verify your identity. It takes just a few minutes to complete:

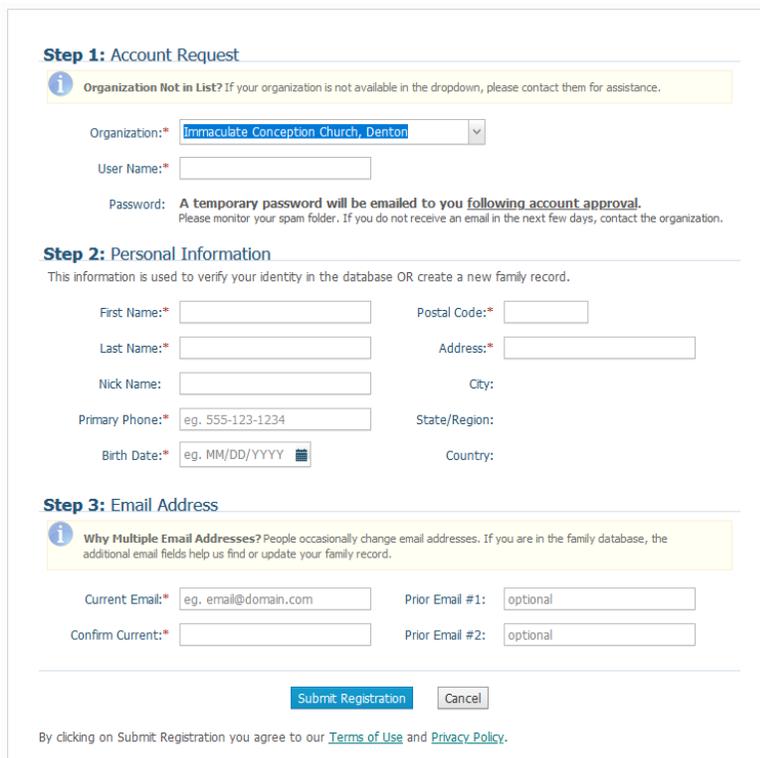1. In your web browser, enter the Web Address for ParishSOFT Family Suite.

   https://fortworth.parishsoftfamilysuite.com/

The ParishSOFT Welcome screen is displayed:

2. Click the **"New User?"** link to display the New User Registration Form:

3. Select

   Immaculate Conception Church, Denton from the drop down menu.

   Required fields are marked with a red asterisk: *. Complete Sections 1 -3 of the form.

4. Click Submit Registration.

   The application displays an acknowledgment message to notify you that your registration was received. Your registration request is then reviewed by an administrator

Review time varies, but the process is typically completed within three days. Upon approval, you will receive an email containing your login credentials (username and a temporary password).

After you receive the email, log in to your account. Check your Spam or Junk E-mail folder if the email does not arrive within a few days after you submit your request.

After you receive the email, log in to your account. For login instructions, go to How to log in to My Own Church

If the application cannot verify any of the information in your registration request, it displays a message to inform you that the registration was not successful. The message provides one or more options to help resolve the problem. Choose the option that best fits your particular circumstance. If you need assistance resolving the problem, please contact the Parish Office or for support.