

**To use the fillable PDF registration form:**

- 1) Download the registration form
- 2) Open with Adobe Acrobat
- 3) You can type in all fields, print, and then hand sign the necessary parent/guardian fields

OR

**To use a digital ID signature:**

- 1) Click on a Parent/Guardian Signature field
- 2) A screen should pop up asking:
  - a. If you want to sign the document using an existing digital ID or
  - b. If you want to create a new digital ID

**To create a new digital ID signature:**

- a. Select "A new digital ID I want to create now" and click "Next"
  - b. Select "Windows Certificate Store" and click "Next"
  - c. Enter your Name and Email and click "Finish"
- 3) Click "Sign" and then "Save" to your desktop
- 4) For each signature field, you will need to click "Sign" and then "Save"
- 5) Once the form is complete, click "Save"
- 6) You can print this form and fax it to 617-879-7171 or mail it to:  
MassArt Youth Programs  
621 Huntington Ave  
Boston, MA 02115
- 7) Or you can email it to [K12@massart.edu](mailto:K12@massart.edu)

Please email [k12@massart.edu](mailto:k12@massart.edu) or call (617) 879-7170 if you have any questions.