ASCENDER PARENT PORTAL

ASCENDER GUIDES

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Campus: Review & Accept Data Changes

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ParentPortal Admin: New Student Enrollment, Online Registration, & Data Updates

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These steps are completed in TxEIS Registration.

Once a parent has a valid ParentPortal ID for an enrolled student, the parent can add a student to his ASCENDER ParentPortal account and access the student's attendance, grades, and more. If the district has enabled parents to update a student's registration data, a parent can complete annual online registration for the upcoming school year, as well as submit changes to his student's current year data from ParentPortal, such as address and telephone number changes.

As parents update data for their students, campus staff must review and approve each change.

The parent can also review, complete, and submit forms via ParentPortal. As parents review and submit forms from ParentPortal, the campus staff can monitor the status and identify students who are missing required forms.

Follow these steps to monitor and approve data changes, and identify students who are missing forms.

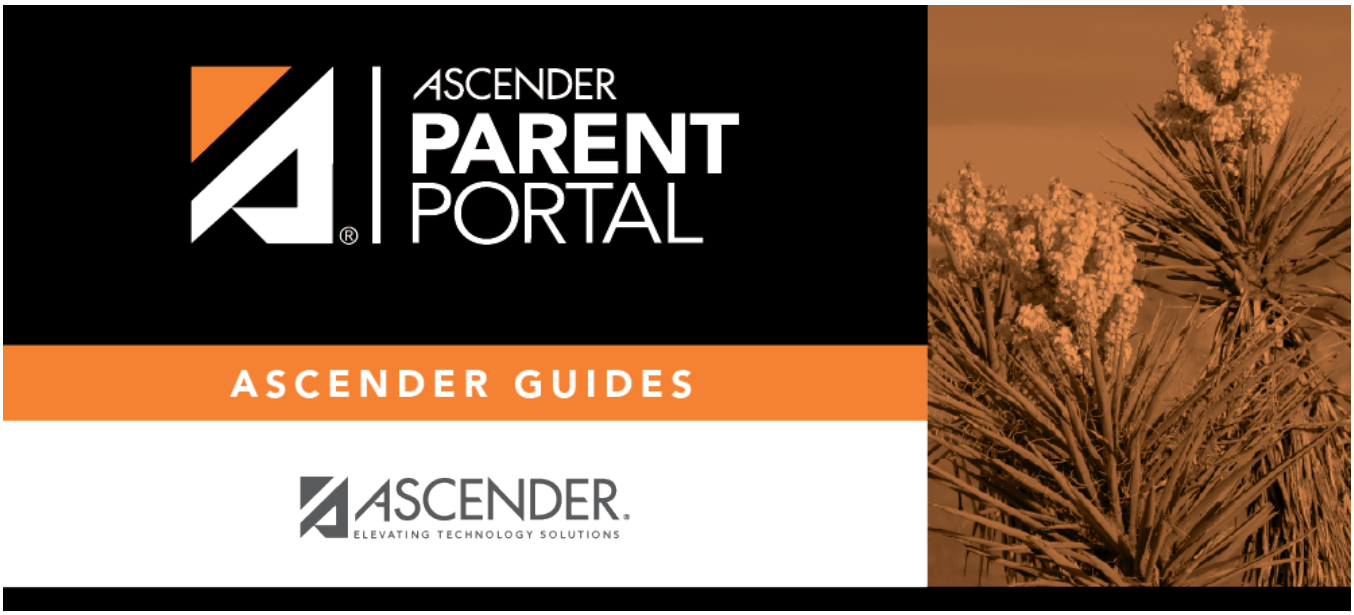
Campus: Review & Accept Data Changes (PDF) (prints separately)

Prerequisites:

- The steps in this guide must be completed in Registration by a user who has access to the pages described in these steps. Basic knowledge of the Registration application is assumed.
- For online registration changes, the district must have enabled parents to update student registration data online for the upcoming school year (i.e., the **Active Online Registration From** and **To** date fields must be set to allow parents a window of time in which to register.)
- For updates to a student's current year records, the district must have enabled parents to update student data online (i.e., the **Allow parents access to Student Data forms** field must be set to Yes.) See District: Set Up & Enable Forms.

1. Review submitted changes.
2. Monitor student form submission.

3. Run reports.


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