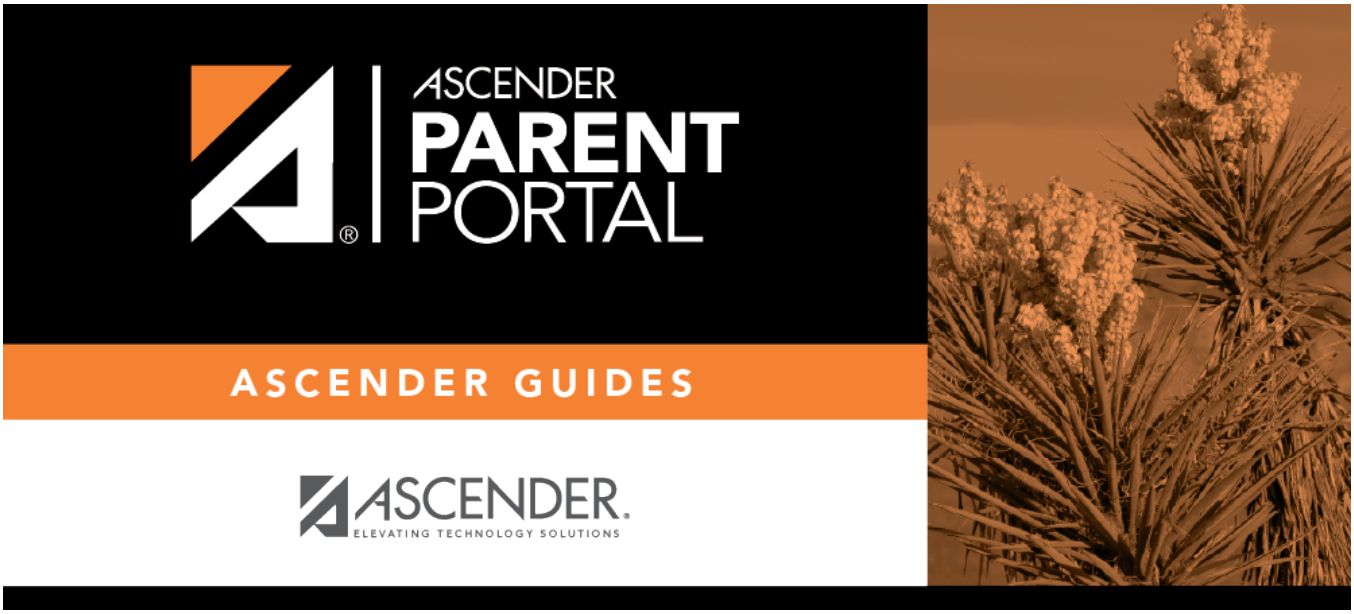

Parent: Enroll a New Student in the District

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

Parent: Enroll a New Student in the District

Parents should follow these steps to enroll a student in the district using the New Student Enrollment wizard.

Parent: Enroll a New Student in the District (PDF) (prints separately) (IS THIS NEEDED FOR PARENTS?)

Prerequisites:

This guide assumes that several required steps have already been completed by the district to enable online enrollment.

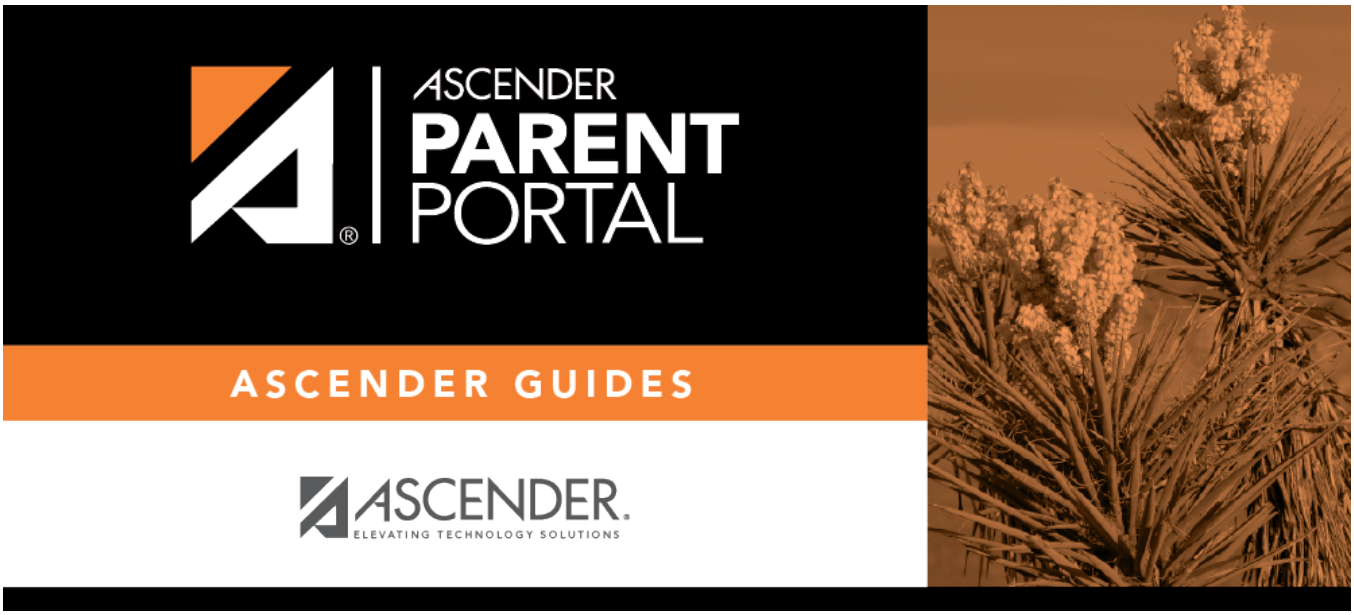
- See District: Set Up & Enable Forms.
- The **Enable New Student Enrollment** field must be set to Yes.

Enrollment Flow Chart:

1. Create an ASCENDER ParentPortal account and log on.
2. Enroll the student.
3. Add the student to your ParentPortal account.

What Happens Next?

- Once the campus has accepted the enrollment of your student, the campus will issue you a unique ParentPortal ID for each student allowing you to add to student to your ParentPortal account.
- See Parent: Add/Register Student.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