



ASCENDER GUIDES



**admin\_parent\_add\_student\_registration**



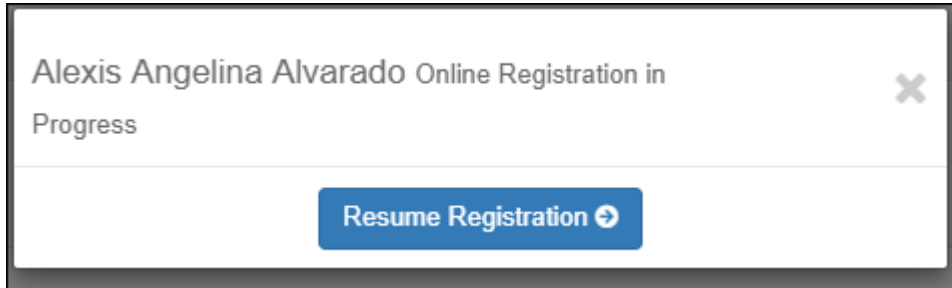
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## During the annual online registration window:

You can easily see your student's progress in the registration process and access the page where you can complete the forms.

If your student's registration is in progress, a pop-up window opens from this page.



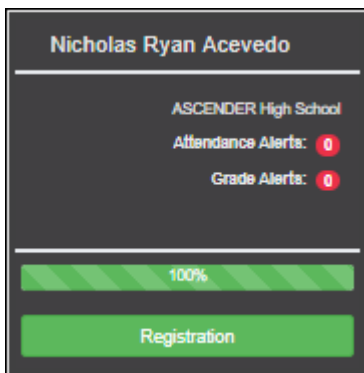
□ Click **Resume Registration** to continue the registration process.

Or, click  to close the pop-up window and continue registration later.

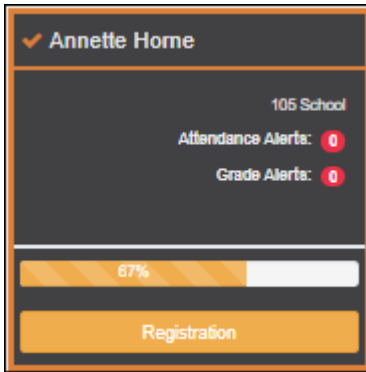
Once you have completed registration, the pop-up window will no longer appear.

**NOTE:** On the Summary page, the **Registration** button will be red, yellow, or green depending on how far along you are in the process.

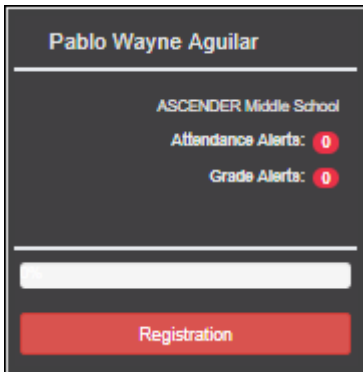
- The information is green if all forms are completed (i.e., 100%).



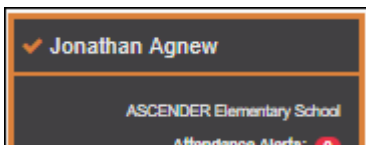
- The information is yellow if most of the forms are completed (i.e., 50%-99%).



- The information is red if fewer than half of the forms are completed (i.e., 0%-49%).



- The card is highlighted and has a check mark for the selected student.



To begin or resume the registration process, click **Resume Registration** on the pop-up window, or click the **Registration** button on the student's card.

The [Registration](#) page opens.



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