

**txconnect\_parent\_enroll\_create\_txconnect\_account**



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[txConnect > Login](#)

Before enrolling a student, the parent must create a user account in txConnect in order to obtain a user name and password to access the system. When you access txConnect, the Login page is displayed.

Click the link under **Have a New Student**.

**txConnect**

Welcome to txConnect for TXEIS ISD

**Login**  
Please enter your user name and password.

User Name:

Password:

**New txConnect User?**  
If you need to create an account, click [here](#)

**Have a New Student?**  
If you are new to the district and wish to enroll one or more students, please click [here](#), or, login if you already have an account, then, complete the Online Student Enrollment process.

**Need Documents?**

The Registration User Info - Step 1 of 3 page is displayed.

**Step 1:**

## Registration

Help

### User Info - Step 1 of 3

Please provide a user name, password, and e-mail.

User Name:   
 Must be between 6 and 25 alpha-numeric characters. (example: ABC5555)

Password:   
 Must be between 8 and 25 characters; must contain at least 3 of the following character types: uppercase, lowercase, numeric, punctuation.

Confirm Password:   
 Password must match entry in password field exactly. (case sensitive)

E-mail:   
 Must be a valid e-mail address format. (example: name@name.com)


Confirm E-mail:

A verification email will be sent to the address provided here. Please supply the given code in that email, in the MyAccount page under the Email Address section, to access the features listed below.

**Your email address is required if:**

- You are new to the district and you are registering a new student.
- You wish to update your existing students' enrollment information.
- You wish to receive attendance or grade alerts.

Next

<b>User Name</b>	Create a username to identify you in ASCENDER ParentPortal with a combination of letters from your first and last name.  Requirements: <ul style="list-style-type: none"> <li>• 6-25 alphanumeric characters</li> <li>• Unique (no one else in the district is using it)</li> <li>• Not case-sensitive</li> </ul>
<b>Password</b>	Type a password that you will use when you log on to ASCENDER ParentPortal.  A show/hide toggle  allows you to view or mask the characters you are typing.
<b>Confirm Password</b>	Retype the password to confirm that you typed it as intended.

The following two email fields are only displayed if email support has been set up by the district.

<b>E-mail</b>	(Required) Type your email address. You cannot enter an address that is already in use.  <b>NOTE:</b> If you have multiple students associated with your account, the email address listed for the guardian at your student's campus must match for ALL students associated with your ParentPortal account in order for Registration features to be activated, and the email address must be validated.
<b>Confirm E-mail</b>	Retype the email address to confirm that you typed it as intended.

Click **Next**. If you entered the data correctly, the Step 2 page is displayed.

Also, if you entered your email address, you will receive an email message at that address containing a verification code. Later, you will need to type (or copy/paste) that verification code in order to verify your email address.

## Step 2:

### Registration

#### Hint Question - Step 2 of 3

Select a question and enter an answer to help you retrieve your password if it is lost.

Question:

Answer:

<b>Question</b>	Select a question to which you will provide an answer. This question will be asked in the event that you lose your password.
<b>Answer</b>	<p>Type the answer to the question.</p> <p>You will be required to answer the question correctly in order to recover your password. Be sure to select a question for which you will easily remember your answer.</p> <p><b>IMPORTANT:</b> The answer is case-sensitive (i.e., you must always type it exactly as it is entered here, including uppercase and lowercase letters).</p>

Click **Next**. If you entered the data correctly, the next Registration page is displayed.

## Step 3:

A message indicates that your account was created.

## Registration

[Help](#)

Your account has been created. Please click 'Complete' to skip the below steps and log into your account.

### Verify Email Address (optional)

You should receive an email message containing a verification code. Please enter that code here:

Your email address is required if you wish to receive alerts, edit existing student registration information, or, to enroll a new student in the district.

Verification Code:

### Add Students (optional)

Please provide a Student Portal ID and birth date for each student you wish to add.

If you do not add a student at this time, you may add one in your profile later.

**If you are new to the district, please skip this step by clicking the Complete button below. Your Portal ID will be given to you by your students' campus.**

Student Portal ID:

Student Birth Date:

Enter date in MM/DD/YYYY format.

Added Students

(none)



### Under Verify Email Address:

If you entered a valid email address on Step 1, you should have received an email message in your inbox with a code allowing you to verify your email address.



Tue M/D/YYYY 9:55 AM

district@misd.net

txConnect Email Verification

To name@email.com

Please verify that this is your email address by following these steps:

1. Log in to txConnect, and go to the 'My Account' page.
2. In the 'Email Address' section, enter the following verification key:

krgfxCr2DbqXFckQ

(You can copy the key from this email message and paste it into the appropriate box in txConnect.)

3. Click 'Verify Code' after entering the key to complete the email verification process.

<b>Verification Code</b>	Copy-paste the verification code that was sent in the email message.  <div style="border: 1px solid #ccc; padding: 10px; background-color: #f9f9f9;"> <p><b>Verify Email Address (optional)</b>            You should receive an email message containing a verification code.            Your email address is required if you wish to receive alerts, edit</p> <p>Verification Code: <input type="text" value="krgfxCr2DbqXFckQ"/> <input type="button" value="Verify Code"/></p> </div>
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Click **Verify Code**.

If the correct code was entered, "Verification Successful" is displayed.

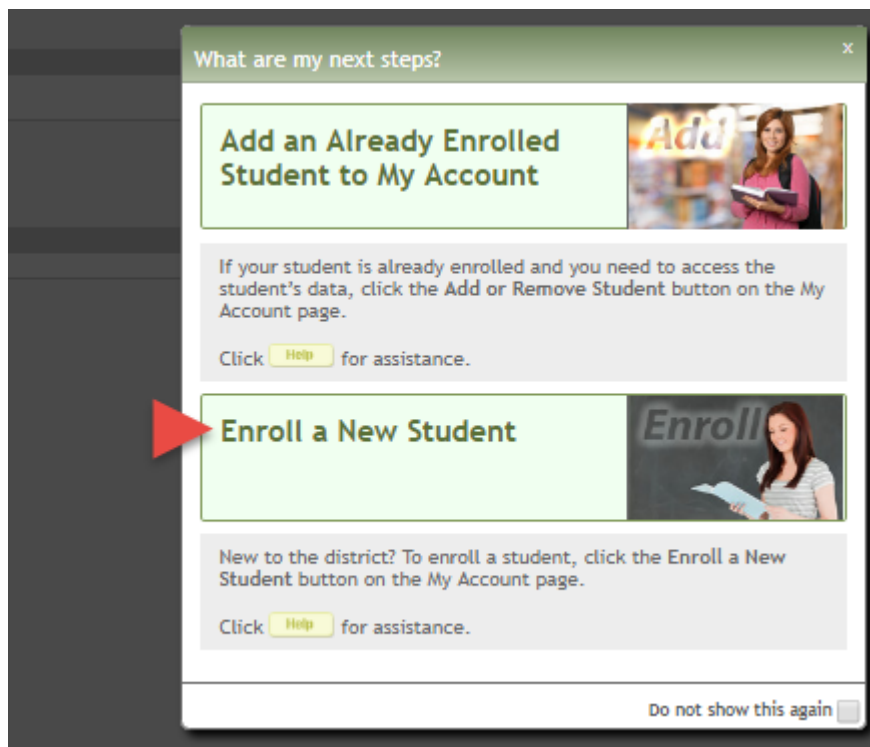
### Under Add Students:

**Skip this step for now** if you are enrolling a new student in the district. Your student's portal ID will be provided by the campus at a later time.

Click **Complete** to continue to the [My Account](#) page.

A pop-up message is displayed notifying you of the next steps for enrolling a student or adding a student to your account. You can click the buttons on the pop-up window to go directly to the specific location for completing the steps, or you can follow the steps below.

You can select **Do not show this again** to disable the pop-up windows.





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