



ASCENDER GUIDES



Demographic Info (District)

Table of Contents

Demographic Info (District)	1
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Demographic Info (District)

Registration > Maintenance > District Profile > District Maintenance > Demographic Info

This tab allows you to maintain the district's demographic data, such as the district's name, address, and superintendent.

Update data:

District Name	(Required) Type the name of the district, up to 34 characters.
District County	Type the name of the county where the district is located, up to 20 characters.
District Type	Indicate whether the district is independent, private, or charter.
Allow Waitlist on ParentPortal	Select to enable the display of the Charter School Application Form Apply button on the ASCENDER ParentPortal Login page. This field only displays if the District Type field is set to <i>Charter</i> .
Charter Application	Select <i>Current</i> or <i>Next</i> to indicate the Charter School Application Form school year in ASCENDER ParentPortal. This field only displays if the District Type field is set to <i>Charter</i> .
District Website	Type the address of the district's website, up to 255 characters. IMPORTANT: If your district website is down when you save, you will receive an error message because the program is trying to connect to the website to validate the entry. Try again when your website is working properly.
District Email	Type an email address for contacting the district, up to 255 characters.

NOTE: The **District Website** and **District Email** fields are used for TSDS Dashboard extracts. This data is required for districts that use TSDS Dashboards.

ESC Region Number	(Required) Type the region number for the education service center that serves the district. The field must be two digits (e.g., type 01 for ESC-1).
ESC County District Number	Type the six-digit ESC county-district number as assigned by the Texas Education Agency (TEA).
Street Nbr Street Name City State Zip Code +4	Enter the address for the district, up to 60 characters.
Phone Fax	Type the area code and phone numbers for the district.
Superintendent Name	Type the title, first name, middle name, and last name of the district superintendent. Select the generation code if applicable.

Click **Save**.



Back Cover