

Online Registration 2017-2018 School Year

For parents with students returning, your process will be:

- **Logon to the Parent Portal*** *(Logon information was sent home with end of the year packets.)*
- **Enter Location ID**
 - **Aplington = 4**
 - **Centennial = 5**
 - **High School = 3**
- **Enter Login:**
- **Enter Password:**
- **Choose “Access Tablet Environment”**
- **Enter**
 - **In the parent portal, click on the right arrow in “Student Registration Info v2” and complete the 6-7 forms listed**
 - **Athletic/Activities Waivers and Agreements** *(High School & Aplington Only)*
 - **Handbook Sign-off**
 - **Authorization Form**
 - **Bus Transportation Form (Type student’s name and choose never if your child does not ride the bus)**
 - **Electronic Network User Agreement & Chromebook Policy Sign-off Update**
 - **Student Health and Emergency Information Form**
 - **Student registration Demographics Form**
 - **Make sure to click the Save Form button in each form before closing**
 - **Once you have saved each form, you will need to put a check mark in the box next to the form and click on the “Submit” button**
 - **Pay your fees online using your credit card or by sending a check to the District Office at 100 Union Ave. (Cash is also accepted)**
 - **Review the optional forms, download/print and complete any applicable forms and submit to your student’s school.**
 - **AP, CN & HS Fee Waiver/Free Reduced Lunch Forms**
 - **HS Parking Permits**
- **The District will be hosting an onsite registration Tuesday, July 25th from 10a.m -7p.m. at Centennial Elementary School for new students and anyone who does not have access to a computer.**