Getting Started

1 Before you begin the Student Online Registration you must have an e-mail address and immediate access to read email messages from it.

To use the Student Online Registration, **you must have an account** if enrolling a returning or new student. If you are new to the Student Online Registration you will need to **create an account**.

Click on \blacksquare Create an Online Registration Account

El Paso ISD Online Registration

¿Habla español? ¡Usted puede cambiar este proceso al español! 🕲 Cambiar a Españ	iol.
Online Registration Manual is Available - Click here to view the manual. Click here to	view the Quick Reference Guide.
Create an Account	Login With Your Account
If you do not have an account, you will need to create one here.	E-Mail Address:
★ Create an Online Registration Account	
	Password:
	ا جو Ac Forgot Password المح Forgot Email → Degin
If you have forgotten your login account click the III If you forgot the password, recovery on pages 27-28.	Forgot Email (instructions see pg.29).

Continue on page 2.

Fill in the Account Creation form with an accessible e-mail address and a strong password. Click Create Account.

Account Creation - El Paso ISD Online Registration

¿Habla español? ¡Usted puede cambiar	este proceso al español! 🕲 Cambiar a Español.		
Basic Information			
E-Mail Address is Required - For	a free e-mail address, please try one of these services: C	oogle Mail, Microsoft Outlook.	
E-Mail Address:			
Password:			
Begin Typing to get a Passwor	d Score		
Confirm Password:			
Personal Information			
First Name:	Middle Name (Optional):	Last Name:	
Phone Number (Optional):			
Examples: (915) 555-5555, 555-555	5, 555.5555, 915 555 5555, etc.		
× Cano	cel & Go Back	Create Account	

Once you create an account go to your e-mail address and look for the message with a link to validate your newly created account. Next click Back to Login.

Account Created - El Paso ISD Online Registration

Account Successfully Created	I				
Your account with the e-mail of email123@gmail.com was successfully created. Please check your e-mail address to follow the instructions to continue.					
		+ Back to Lo	ogin		
Login With Your Accoun	t				
E-Mail Address:					
email123@gmail.com					
Password:					
••••••					
& Forgot Password	Click to Login	+) Login	Forgot password	d, recovery on pa	ges 27-28.

← Cancel & Go Back

This page is for Returning Accounts who completed and submitted students for 2017-2018 school year. Click the Start Next Year button.

School Year Selection



You are returned to the Home – Online Registration page. Notice the school year is now 2018-2019. You will need to review and acknowledge all documents. Those in yellow with the "Please review for selected school year" are prefilled so you just have to save and continue, unless you need to update them. There is one document that is in blue with "Incomplete" since it is a new document.

Continue

School Year Selection

	✓ School Year: 2018-2019
	Documents for All Students and Contacts
Þ	All documents below are required.

? Accessibility Statement	Please review for selected school year	C Review
? Code of Conduct & Student Handbook	Please review for selected school year	C Review
? Court Notification	Please review for selected school year	C Review
? Nondiscrimination Notice	Please review for selected school year	C Review
? Family Survey	Please review for selected school year	C Review
? Custody Notification Letter	Please review for selected school year	C Review
★ Parent Safety Notice - 2016 Bond Construction Projects	Incomplete	🖋 Read & Sign

Continue to page 5.

This page is for new accounts or for existing accounts that did not complete the registration process for the 2017-2018 school year.

When you login to your account you will see the screen below to verify and select the school year available. Click - Save & Continue

Select a School Year - Online Registration

Unline Registration / Select a School Year	
School Year Selection	
Currently Selected School Year	
You already have the 2017-2018 school year selected.	
School Year Selection	
Starts on 8/13/18, and ends on 5/23/19	

You are returned to the Home – Online Registration page. Notice the school year is now 2018-2019.

School Year Selection

✓ School Year: 2018-2019

Continue to Page 5.

While in the in the Student Online Registration you will always see a blue bar across the top with the name of the user who created the account. If you need assistance or have questions click the dropdown Online Registration and select Help. If the name on the account is incorrect select Update Account to correct the name. You can also change the language from English to Spanish and back to English by clicking the Change Language dropdown.

El Paso ISD 🛛 🖨 Tools Home	Online Registration -	👼 Change Language 🗸	Help	Signed in as Ana Lopez	🕩 Sign Out
	🔿 Home				
Home Online De	Help				
Home - Unline Re	💶 Update Account				
Opline Registration	+ Add a Student				
Online Registration	+ Add a Contact				
	🏩 Attach Document				

Documents for All Students and Contacts: This section only needs to be done once, all forms apply to the whole family. Click Read & Acknowledge, Read & Sign, or Take Survey. How to complete documents see pages 24-26.

Documents for All Students and Contacts

All documents below are required.

X Accessibility Plan	Incomplete	Pread & Acknowledge
¥ Student Code of Conduct	Incomplete	
X Court Notification	Incomplete	P Read & Acknowledge
X Nondiscrimination Notification	Incomplete	Pread & Acknowledge
X ESC-19 Family Survey	Incomplete	🖋 Take Survey

- •

2

Add Students: click Add a Student to enroll all new or previously enrolled EPISD student(s). Students + Add a Student No Students - You currently have no students. Please consider online_registration::adding_student ★ If you have a returning student please add that student before adding a new student to the district. Adding a returning student Click My child has attended an EPISD school before. Add a Student - Online Registration Online Registration / Add a Student Previous Attendance in EPISD Has the student you are entering information for ever attended an EPISD school? My child has attended an EPISD school before. My child is new to the EPISD school system. When selecting option My child has attended an EPISD school before fill in the Attended Child Lookup form. Fill the form with information of the student, Student ID is optional. Social Security Number and Date of Birth are required. When done click **———** Lookup Student. Attended Child Lookup Student ID (Optional): First Name: Date of Birth: Last Name: Format: MM/DD/YYYY Social Security Number (SSN): Your data is protected. ← Cancel & Go Back **Q** Lookup Student After adding an existing student you will be returned to the home page with the student(s) listed

under **Students**. Notice on the same line by the student name it shows how many contacts that student is linked to.

Students

+ Add a Student • Frequently Asked Question	S		
🛔 David Lopez	2 Parents & Contacts	Completed 0 of 7 documents.	Q View Student

Continue on page 7.

When adding a returning student and if there are other students related they will be listed under students. If one of those students will not be returning for the new school year do the following:

Click View Student next to the student that will not be returning.

S	Students				
	+ Add a Student	Frequently Asked Questions			
	🛔 Ana Lopez		2 Parents & Contacts	Completed 0 of 6 documents.	Q View Student
	Alex Lopez		2 Parents & Contacts	Completed 0 of 6 documents.	Q View Student

In the Showing student page under Enrollment Grade and School Selection click Change Enrollment Status.

Enrollment Grade and School Selection

✓ Student is enrolling into EPISD schools.	Change Enrollment Status
A Must select the grade the student is enrolling with.	Set Enrollment Grade
X Cannot Select Campus - Must have a contact the student lives with that has a valid address, and must choose a grade.	

In the Enrollment Status section click Student will not be enrolling and it displays the student you are not going to enroll. Next click change Enrollment.

Enrollment Status

Is this student Enrolling into EPISD schools?

 $\,\odot\,$ Student will be enrolling and attending classes.

• Student will not be enrolling

Alex Lopez will not be processed to be enrolled. This action will prevent this student from being processed for enrollment.

← Back to Online Registration

You will be returned to the Showing student page and with the change

Enrollment Grade and School Selection

X Student is not enrolling.	Change Enrollment Status

✓ Change Enrollment

Returning back to the Home Online Registartion page shows student with "Student is Not Enrolling".

Students

+ Add a Student	Frequently Asked Questions			
🛔 Ana Lopez	2 F	Parents & Contacts	Completed 0 of 6 documents.	Q View Student
🛔 Alex Lopez	2 F	Parents & Contacts	Student is Not Enrolling	Q View Student

Continue on page 8.

Adding a new student

Click **My child is new to the EPISD school system**. Next click **Create New Student**

Add a Student - Online Registration

For the Add New Student form provide the information of new student.

Add New Student - Online Registration

Online Registration / Add New Student			
A person who knowingly falsifies informat Penal Code 37.10.	ion required for enrollment in the District,	shall be liable, if enrolled on the basis of false in	nformation. This is a criminal offense under
Basic Information			
First Name:	Middle Name	Last Name:	Generation:
			None v
Date of Birth:		Gender:	
		Select a Gender	¥
Social Security Number			
Does this student have a Social Secu	rity Number?		
✓ Yes, this student has a Social S	ecurity Number.		
Social Security Number:			
Socials are Encrypted on a Secure	Server		

Continue on page 9.

Ethnicity and Race	
Ethnicity: Is the child Hispanic/Latino?	What is the child's race? (Select at least one)
Hispanic/Latino	Uhite
Not Hispanic/Latino	Black
	Asian
	American Indian or Alaskan Native
	Native Hawaiian or Other Pacific Islander
Miscellaneous Information	
Years in U.S.A?	First Enrolled in U.S.A?
← Back to Online Registration	Click Create New Student

The **Showing Student** form will show when creating a new student. Click Return to Home to add contacts.

Showing Corina Lopez - Online Registration

Online Registration / Students / Showing Corina Lopez		
← Return to Home	Edit Student	X Delete Student
¿Habla español? ¡Usted puede cambiar este proceso al español! 🕲 Cambiar a Español.		
✓ Successfully Created Corina Lopez		×
Parents and Contacts		
% Link Contact		
A No Contacts - At least one Lives-With and one Emergency contact are required.		

Parents and Contacts: You will notice that one contact is listed with a link only if an existing student was added. To add contacts, click Add a Contact. (To edit contacts see pages 21-23.) Parents and Contacts

+ Add a Contact 🛛 📀 Frequently A	sked Questions	
🛔 Ana Lopez	Linked with 1 student 1 Address, 1 Phone Number, 1 Email.	Q View Contact

The New Contact form will show, here you will add the information of the contact. Click Next to continue.

New Contact - Contacts - Online Registration

asic Information				
irst Name:	Middle Name: La	st Name:	Generation:	
			No Suffix	
			→ Next	
add the address click the	ne Add Address tab. Click 🛛	one 🛑 when fin	ished, then click	next
ntinuo on nogo 11				
nunue on page 11.				
ddresses			🗙 Remove 🗸 Do	me
ddresses Add Address Type:			× Remove V Dou	ne
ddresses Add Address Type: Select a Type			🗙 Remove 🗸 Do	ne 🗸
Add Address Type: Select a Type Address:			× Remove ✓ Doo Unit/Apt#/Etc.:	ne T
Add Address Type: Select a Type Address: Enter a location			x Remove ✓ Dor Unit/Apt#/Etc.:	ne
ddresses Add Address Type: Select a Type Address: Enter a location City:	State:		× Remove ✓ Do Unit/Apt#/Etc.: Zip:	ne ▼

To add a phone click Add Phone tab. Click Done then click next.

			× Remove	🖌 Done
Туре:	Р	hone Number:		
Select a Type	•			
	E	cample: (915) 555-5555, 915.555.5555, 1 915 555-5555 # Extension		

To add an e-mail click Add E-mail Address tab. Click Done To create contact click Create New Contact.

E-Mail Addresses

Add E-Mail Address							
					× Remove	✔ Done	-
Туре:	E-	Aail Address:					
Select a Type	▼						
							J
							-
🗲 Ca	ncel & Go Back			+ Create New Contac	t		

After you create the contact you will be back on the home page and you should see contacts added.

Parents and Contacts

+ Add a Contact Frequently Asked Questions		
👗 Ana Lopez	Linked with 1 student 1 Address, 1 Phone Number, 1 Email.	Q View Contact
🛔 Frank Lopez	Linked with no students 1 Address, 1 Phone Number, 1 Email.	Q View Contact

5 **Link Contacts:** Link each student to all corresponding contacts. Each student needs one "Lives With" and one "Emergency Contact" to complete their registration.

To link a contact under Students on the home page click View Student on the same line where you see the student's name. The Showing Student screen will appear.

Students			
+ Add a Student 7 Frequer	tly Asked Questions		
🛔 David Lopez	2 Parents & Contacts	Completed 0 of 7 documents.	Q View Student
🛔 Corina Lopez	0 Parents & Contacts	Completed 0 of 9 documents.	Q View Student

Showing Student: Here you will:

1. link contact(s) to the student by clicking Link Contact

Showing Corina Lopez - Online Registration

Online Registration / Students / Showing Corina Lopez	
	🗢 Edit Student 🛛 🗙 Delete Student
¿Habla español? ¡Usted puede cambiar este proceso al español! 🙆 Cambiar a Español.	
Parents and Contacts	
9 Link Contact]

Continue on page 13.

On the Link Contact form: Select a Contact, Contact Type, Relationship and Options for the contact relationship, when done click Link Contact to Student

Link Contact - Corina Lopez - Online Registration

Online Registration / Corina Lopez / Link Contact						
← Go back to Corina Lopez						
Link Information						
Contact:						
Select a Contact						
Contacts that are already linked to this student will not show up.						
Contact Type:	Relationship (Optional):					
Select a Value	Select a Value ·					
Options Select Options for this Contact Relationship:						
This contact can pickup Corina Lopez.						
 Corina Lopez Lives with this Contact. Contact **must** have a valid home address. 						
This contact is an Emergency Contact for Corina Lopez Contact **must** have a valid phone number.						
← Cancel & Go Back	S Link Contact to Student					

When you click the Link Contact to Student, the Showing Student page has a Successful message.

Showing Corina Lopez - Online Registration

Online Registration / Students / Showing Corina Lopez	
← Return to Home	 Edit Student X Delete Student
¿Habla español? ¡Usted puede cambiar este proceso al español! 🕲 Cambiar a Español.	
✓ Successfully Created link with Frank Lopez	×
Parents and Contacts	
Գ Link Contact	
Contact: Frank Lopez Parent, Father Can Pickup Lives With Emergency Contact	Q View Contact & Edit Link

Complete Student: registration grade, corresponding campus and student's forms. (In the View Student section.)

Enrollment Grade and School Selection

6

	✓ Student is enrolling into EPISD schools.	Change Enrollment Status
	A Must select the grade the student is enrolling with.	Set Enrollment Grade
	X Cannot Select Campus - Must select a grade to be able to see a campus.	
-		

In the Grade Selection form select enrollment grade, click acknowledgement and click Set Enrollment Grade.

Grade Selection - Corina Lopez - Online Registration

Basic Information			
First Name: Corina	Middle Name (Optional):	Last Name: Lopez	Generation:
Enrollment Grade			
What is Enrollment Grade?			
Enrollment Grade is the grade the stud the enrollment grade would be for tha	lent will be in for the year they ar t year. If they register for the curr	e registering for. For example, if the rent school year, it will be the grade	ey are registering for the next school year, they should be attending now.
Enrollment Grade:			
Select a Grade			
Acknowledgement			
▶ □ I have read this document and co	mpleted it to the best of my abi	ility.	

Once the enrollment grade is selected you can now select the school based on the living with contact's home address. Click

Enrollment Grade and School Selection

✓ Student is enrolling into EPISD schools.	Change Enrollment Status
✓ 2nd Grade Selected.	Change Enrollment Grade
A Must select a school to enroll in.	Select a School

Continue on page 15.

The Campus Selection form will show the school based on enrollment grade and the school within the address boundary. Select the school listed by clicking the checkbox next to school, then click the acknowledgement checkbox and when finished click the choose School.

Campus Selection - Corina Lopez - Online Registration

Online Registration / Students / Corina Lopez	/ Campus Selection		
Basic Information			
First Name: Corina	Middle Name (Optional):	Last Name: Lopez	Generation:
Enrollment Grade: 02			
Campus Selection			
Addresses Used for School Determination	n:		
• 7### CIELO VISTA DR, EL PASO, TX	(79925-2208 from Martha Ro	driguez	
Schools for Address: 7### CIELO VISTA D	R, EL PASO, TX 79925-2208		
O Bonham Elementary School			
MacArthur Elementary School			
Acknowledgement			
I have read this document and com	pleted it to the best of my abi	lity.	
← Back to Online Re	gistration		✓ Choose School

Continue on page 16 for New Students out of District campus selection.

New Students out of District: Paper transfer is required for campus approval to select student for enrollment.

Click the approved student transfer request button, then click the acknowledgement checkbox and when finished click choose School.

Campus Selection

20 SETTLER RD, SOCORRO, TX 79927-2639 from Alonso Garcia
tudent, out of district - requires paper transfer
nools within range of the addresses specified. With an approved transfer request, the campus will be able to select your student for enrollmen
have an approved student transfer request on file at the desired campus
wledgement

Next complete the Documents required for each student. Continue on page 16.

In the Showing Student section you need to complete all documents that show Incomplete highlighted in blue. Completing the documents is as simple as those for the Documents for all Students and Contacts on pages 24-26.

Documents		Compl	eted 0 of 10 documents
× New Student Discipline Record	Incomplete	Required	
X Disclaimers & Permissions	Incomplete	Required	
★ Federal Survey Questionnaire	Incomplete	Required	SView & Edit
× Home Language Survey	Incomplete	Required	⊘ FAQ
★ Medical Questionnaire	Incomplete	Required	🖋 View & Edit
× Public Library	Incomplete	Required	
X Student Residency Questionnaire	Incomplete	Required	📀 FAQ 🖋 View & Edit
× Special Programs	Incomplete	Required	
★ Registration Income Information for CEP Schools	Incomplete	Required	📀 FAQ 🖋 View & Edit
★ Previously Enrolled Schools	Incomplete	Required	🖋 View & Edit
★ Pre-Kindergarten Eligibility Guidelines		Not Applicable	
X Transcript Requests		Not Applicable	
* PowerUp Device Enrollment		Not Applicable	
★ Campus Related Documents Acknowledgement		Not Applicable	

Once completed it will display Completed highlighted in green

Documents

Completed 10 of 10 documents.

	100% Completed		
✓ New Student Discipline Record	Completed on 5/26/17 11:55am	Required	🖋 View & Edit
✓ Disclaimers & Permissions	Completed on 5/26/17 11:55am	Required	🖋 View & Edit
✓ Federal Survey Questionnaire	Completed on 5/26/17 11:55am	Required	
✓ Home Language Survey	Completed on 5/30/17 8:09am	Required	📀 FAQ 🕜 View & Edit
✓ Medical Questionnaire	Completed on 5/30/17 8:09am	Required	🖋 View & Edit
✓ Public Library	Completed on 5/30/17 8:09am	Required	🖋 View & Edit
✓ Student Residency Questionnaire	Completed on 5/30/17 8:10am	Required	📀 FAQ 🕜 View & Edit
✓ Special Programs	Completed on 5/30/17 8:10am	Required	🖋 View & Edit
✓ Registration Income Information for CEP Schools	Completed on 5/30/17 8:10am	Required	📀 FAQ 🕜 View & Edit
✓ Previously Enrolled Schools	Completed on 5/30/17 8:11am	Required	🖋 View & Edit
× Pre-Kindergarten Eligibility Guidelines		Not Applicable	
★ Transcript Requests		Not Applicable	
× PowerUp Device Enrollment		Not Applicable	
X Campus Related Documents Acknowledgement		Not Applicable	

7) Attached Documents: Birth Certificate, Proof of Residency, etc. Click Attach Document.

Attached Documents and Information

Attach Document	Frequently Asked Questions
There are no attachme	ents. Please be sure to attach a document.

Select type of document and choose file to upload when done click Attach Document

Attach a Document - Online Registration - Online Registration

Online Registration / Attach a Document	
Document Type:	
Select a Type	▼
Document:	
Choose File No file chosen	
← Cancel & Go Back	Document

8 Submission: Student(s) will be submitted one at a time. To submit a student for registration click View Student from home under "Students" to begin the submission process.
Studente

Students

+ Add a Student ? Frequently Asked Questions			
🛔 Mayah Maldonado	1 Parents & Contacts	Completed 10 of 10 documents.	Q. View Student
Click Begin Student Submis	sion		
You are ready to submit Mayah M	Ialdonado		
Completed all Steps for this student			
Congratulations! Plea	You have completed all steps to se look over everything and mak	o submit a registration request for Mayah Maldonado. ke sure all information entered is correct.	
	上 Begin Stu	dent Submission	

A finalize submission page displays a list to make sure you are ready to submit the student.

Click the Acknowledgement check box and I agree – Submit Student button.

Single student submission - Online Registration

Online Registration / Students / Showing Mayah Maldonado

← Return to Home Back to -- Mayah Maldonado

¿Habla español? ¡Usted puede cambiar este proceso al español! 🖄 Cambiar a Español.

Finalize submission for Mayah Maldonado:

This submission process only completes A SINGLE student.

You must complete this step for all students being registered.

Once you submit as student, changes will not be possible.

Please make sure you have filled out all documents correctly.

Acknowledgement

I have read this document and completed it to the best of my ability.

← Cancel & Go Back

ᆂ I agree – Submit Student

Continue on page 20.

The student has been submitted.

Mayah Maldonado has been submitted

You have completed and submitted all of the required forms for this student. You may still need to upload documents (residency, identification, etc.) to complete registration, but those are optional.

When you return to the home page you will notice that the student you submitted is locked and submitted. You may view the student but will not be able to change or delete student.

Students

+ Add a Student	Prequently Asked Questions		
🛔 Mayah Maldona	do	1 Parents & Contacts	Q View Student

You may continue to add other students for registration. If you do not have other students to register this completes the Student Online Registration and you will receive an e-mail confirmation.

Parents and Contacts: To edit contacts on the home page under Parents and Contacts click

Parents and Contacts

3

+ Add a Contact		
🛔 Ana Lopez	Linked with 1 student 1 Address, 1 Phone Number, 1 Email.	Q View Contact
🛔 Frank Lopez	Linked with no students 1 Address, 1 Phone Number, 1 Email.	Q View Contact

Once in the contact section click Edit Contact

Ana Lopez - Parents and Contacts - Online Registration

Online Registration / Parents and Contacts / Martha Rodriguez				
← Return to Home		Contact X Delete Contact		
Contact Information				
Name:	In Military?	Military Information:		
Ana Lopez	No	Not in Military		
Students Associated with Con	itact			

🛔 Student: Cori	na Lopez			Q View Student	Edit Link
Flags with Stude	nt:				
Parent, Mother	Can Pickup	Lives With	Emergency Contact		

Continue on page 22.

Next you can add the new address, phone, and e-mail when you click on the Add Address, Add Phone and Add Email tabs. When done click

Addresses

Add Address
Home Address: 7#### CIELO VISTA, EL PASO, TX 79925-3707
Change Type:
Home Address ·

Phones

🖌 🗸	Phone
Cell	none: (915) 777-8888
Chang	Туре:
Cell	hone

EMail Addresses

•	S Add EMail
	Primary: frank@gmail.com
	Change Type:
	Primary .

🗲 Cancel & Go Back

+ Update Contact

Continue on page 23.

When you are returned to the Contact page there you can delete the address, phone, or e-mail. You may also delete a contact if no longer needed.

Ana Lopez - Parents and Contacts - Online Registration

Online Registration / Parents and Contacts	/ Father Father		
← Return to Home		🕏 Edit Contact	X Delete Contact
✓ Successfully Edited Ana Lopez			×
Contact Information			
Name: Ana Lopez	In Military? No	Military Information: Not in Military	
Students Associated with C	contact		
Ana Lopez does not have any students asso	ociated with them.		
Addresses			
Home Address: 7### BELLROSE	DR, EL PASO, TX 79925-3707		X Delete Address
Normalized by USPS			
Home Address: 7### CIELO VIST	A DR, EL PASO, TX 79925-2208		X Delete Address
Normalized by USPS			

Confirm to delete click Delete Address as in this case.

Confirm Delete Address - Ana Lopez - Online Registration





Click checkbox I acknowledge and understand then click Save & Continue

Court Notification - Documents - Online Registration

Online Registration / Documents / Court Notification

Dear Parent

Welcome back to another great year in the El Paso Independent School District! We are asking you to work closely with your child's campus to ensure academic success in the classroom. We expect every student to attend class each day the class is offered. Attendance significantly impacts the academic achievement for each of our students so we encourage our students to attend school on a daily basis. You may locate additional information on attendance at www.episd.org/Domain/203.

According to State Law, all school districts are required to notify parents and person(s) standing in a parental relationship at the beginning of the year about the Compulsory Attendance Law. Students are required to attend school between the ages of six (6) to eighteen (18) years of age in Texas. If your student is absent from school on 10 or more days or parts of days within a six month period in the same school year, the district must begin the implementation of truancy prevention procedures. When your child reaches three unexcused absences in a four week period, you will receive written notification and the school will begin implementing truancy prevention measures. Once the student reaches ten unexcused absences in a six-month period, the school will evaluate the student's absences and make a determination on whether a parent complaint shall be filed with the Justice of the Peace.

If you would like further information on the process, you may contact the Office for Student Retention and Truancy Prevention at (915) 230-2095 or by visiting www.episd.org/Domain/165.



Click checkbox - I acknowledge and understand then click Save & Continue

Nondiscrimination Notice - Documents - Online Registration

Online Registration / Documents / Nondiscrimination Notice

Dear Parents/Students

The El Paso Independent School District and this campus, as part of its compliance with laws and procedures as enforced by the office of Civil Rights and the Texas Education Agency (TEA) requirements, has provided procedures for employees, students, applicants or parents which preserve the rights and responsibilities of those individuals regarding nondiscrimination, harassment, and grievances.

These policies and procedures are available to you on the EPISD website, or by visiting the campus' administrative office. For your convenience, the following summarizes the basic information:

Nondiscrimination

The El Paso Independent School District does not discriminate in its educational programs or employment practices on the basis of race, color, age, sex, religion, national origin, marital status, citizenship, military status, disability, genetic information, gender stereotyping, perceived sexuality, actual sexuality, gender identity, gender expression or on any other basis prohibited by law. Inquiries concerning the application of Titles VI, VII, or IX, and Section 504 may be referred to the District compliance officer, Patricia Cortez, at 230-2033; Section 504 inquiries regarding students may be referred to Kelly Ball at 230-2856.

Harassment

Procedures are outlined in District policies DH, DIA, FFH, and FNC. District administrators are required to adhere to the requirements as outlined in the aforementioned policies in order to provide a timely, thorough, and complete resolution of incidents involving harassment as identified by policy.

Grievance

Procedures are outlined in District policies DGBA, FNG, and GF and have been modified for the convenience of employees, students, applicants and parents. District administrators are required to adhere to the requirements as outlined in the aforementioned policies in order to provide a timely, thorough, and complete resolution of concerns, complaints, and grievances as identified by policy.

Please call the school if you have any questions.

I acknowledge and understand.

🗲 Cancel & Go Back

🖹 Save & Continue

Click the No or Yes checkbox then click Save & Continue.

Family Survey - Documents - Online Registration

Start	
Vithin the past 3 years have you and your family traveled or mo griculture, live stocking, or fishing?	oved from one district, city or state to another to work or look for temporary work in
No	
O Yes	
🗲 Cancel & Go Back	Save & Continue
Under Signature type your name click Continue. Custody Notification Letter	- Documents - Online Registration
Custody Notification / Documents / Custody Notification Letter	
Return to Home	
Statement	
Each parent has equal rights to the custody of the children u ight to refuse biological parent's access to their children ar	unless one of you has a signed court order that indicates otherwise. The school has no legal nd/or school records.
f a parent has a signed, current court order limiting the othe	er parent or any other person, the school must have a copy of the court order on file. If a copy
s not on file, the school is required by law to release childre question will be handled at the discretion of the Principal/De contacted and an officer will be requested to intervene.	in to their parents with proper identification. Situations that put the welfare of students in esignee. In situations that become a disruption to the school, law enforcement will be
s not on file, the school is required by law to release childre question will be handled at the discretion of the Principal/D contacted and an officer will be requested to intervene. Parents are asked to make every attempt not to involve scho	en to their parents with proper identification. Situations that put the welfare of students in esignee. In situations that become a disruption to the school, law enforcement will be ools in custody matters. Please have current information on file for your children.
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If you have forgotten your password click Forgot Password.

El Paso ISD Online Registration

¿Habla español? ¡Usted puede cambiar este proceso al español! 🕲 Cambiar a Español.				
Online Registration Manual is Available - Click here to view the manual. Click here to view the Quick Reference Guide.				
Create an Account	Login With Your Account			
Because this is a new system, everyone will need to initially create an account.	E-Mail Address:			
★ Create an Online Registration Account				
	Password:			
-	A Forgot Password → Login			

Type your e-mail address and click **Start Recover Process**.

Account Recovery - El Paso ISD Online Registration

E-Mail Address:				
type e-mail here				
← Cancel & Go Back	+ Start Recover Process			

Once verified you will receive an e-mail to your e-mail address with a message recover your EPISD account, click link provided in the e-mail.

Sent Recovery E-Mail - El Paso ISD Online Registration



Next you will get a screen to reset your password. Type in your new strong password until you see "Passed" as in the screen below. Click

Continue on page 28.

Reset Password - El Paso ISD Online Registration

E-Mail Address: analopez@gmail.com	
Password:	
•••••	
Passed: Good	
Confirm Password:	
•••••	
🗶 Cancel & Go Back	+ Change Password

You will be directed to the Login page with a "Successfully Changed Password" message. You can now sign in with your new password.

El Paso ISD Online Registration

¿Habla español? ¡Usted puede cambiar este proceso al español! 🕲 Cambiar a Espa	ñol.
Online Registration Manual is Available - Click here to view the manual. Click here to	view the Quick Reference Guide.
 Successfully Changed Password! You may now login with your new password. 	
Create an Account	Login With Your Account
Because this is a new system, everyone will need to initially create an account.	E-Mail Address:
★ Create an Online Registration Account	analopez@gamil.com
	Password:
	type new password

If you have forgotten your login account click the **Forgot Email**.

El Paso ISD Online Registration

¿Habla español? ¡Usted puede cambiar este proceso al español! 🖄 Cambia	ar a Español.
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Create an Account	Login With Your Account
If you do not have an account, you will need to create one here.	E-Mail Address:
★ Create an Online Registration Account	
	Password:
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Email Recovery - El Paso ISD Online Registration

Student Lookup	
Student ID:	Date of Birth:
	Format: <u>MM/DD/YYYY</u>
← Cancel & Go Back	+ Lookup Student