

ONLINE ENROLLMENT QUICK START GUIDE • 2022-2023

NEW STUDENTS

For **new students** enrolling at their zoned school.

1. Visit www.HoustonISD.org/Enroll.
2. **Sign in** or **create an account**.

The screenshot shows two side-by-side options. On the left, the 'Sign In' form has fields for 'Email Address' and 'Password', a 'Remember me on this computer' checkbox, and a 'Sign In' button. On the right, the 'Create Account' form has a 'Create Account' button and a list of instructions: 'With an account, you can... Complete forms online, Save and return to forms in progress, Print form history'. A 'Forgot password?' link is at the bottom left.

3. Under **Start a New Form**, click on the appropriate form you wish to fill out.

The screenshot shows a 'Dashboard' with a 'Start a New Form' section. Under this section, 'New Student Registration 2021-2022' and 'New Student Registration 2022-2023' are listed. To the right, 'Access Online Recommendations' provides instructions for users who have started an application, not started one, or already submitted one.

4. **Choose a student** or **add a student** if they are not listed yet.

The screenshot shows the 'New Student Registration 2022-2023' form. It has a 'Choose Student' dropdown menu and an 'Add Student' section with fields for 'First Name', 'Last Name', and 'Date of Birth' (with a hint to enter as 'mm/dd/yyyy'). An 'Add Student' button is at the bottom.

5. Begin the **Enrollment Form**.

CURRENT STUDENTS

For **current students** returning to HISD for the 2022-2023 school year, **Student Verification** forms will be completed via HISD Connect Parent Portal Account.

1. Sign in to your HISD Connect **Parent Portal Account**.
2. Click on the tab for **your student**.

The screenshot shows the PowerSchool SIS Parent Portal. The 'Grades and Attendance' section is active, displaying a table for 'Smith, John Alexander'. The table has columns for 'Exp', 'Last Week', 'This Week', and 'Course'. The 'Last Week' column is highlighted with a red box.

3. On the left side of your Parent Portal screen, click on the link for **Student Verification 2022-2023**.

The screenshot shows the navigation menu on the left side of the Parent Portal. The 'Student Verification 2022-2023' link is highlighted with a red box.

4. Enter your student's **date of birth**.

The screenshot shows the HISD 'Date of Birth Authentication' form. It includes a 'Date of Birth for Registrar' field with a hint: 'The date of birth must be in MM/DD/YYYY format.' A 'Continue' button is at the bottom.

5. Begin the **Verification Form**.

TRANSFER STUDENTS

For **new students** applying for a **magnet or choice transfer**.

NOTE: Applications are qualified through the school choice transfer process and are considered on a space-available basis. To view schools with available seats, visit www.HoustonISD.org/SpaceAvailable.

1. Visit www.HISDChoice.com
2. **Log in** or **create an account**

The screenshot shows the HISD Choice 'Parent Login' form. It has two columns: one for existing accounts with 'Email Address' and 'Password' fields, and another for new accounts with fields for 'First Name', 'Last Name', 'Phone Number', 'Email Address', 'Username', and 'Password'. A 'Create Account' button is at the bottom right.

3. Begin the **School Choice application**

FOR STUDENTS RETURNING TO HISD AFTER LEAVING

Students who are **returning to HISD after a one-year absence** also qualify for space-available consideration. Students who left HISD and are coming back before the one-year mark do not qualify.

Extenuating circumstances are reviewed by the Office of School Choice.