To access the ADP Enrollment Website


You will land on a page with this login. Click the “register now” button.

Next, you will see a screen asking for registration code. Enter this code, HISCHD-123456, and click next.

Click yes when you see the next question:
Enter the information requested in the highlighted fields, take the “I’m not a robot” test, and click next.

On this page click “Get Code,” and the system will email a code to your HISD email account or you can check the box next to “I want to answer identity questions instead” and answer the questions.

Once you get to this page, complete only the required fields, and click next. The next page will ask you to create a password and create security questions. Once completed, go back the very first page and enter your user name and password. Once logged in, you should see an option to complete your new hire enrollment.