



# New Student Registration

**New Student: first time enrolling in SFISD or the student has left the district and is now returning.**



**This is NOT to register a current SFISD student.**

Parent/Guardian: If you currently have Skyward Family Access (example, you already have another student currently enrolled in the district), you will login and select **New Student Online Enrollment** on the left hand side of the screen to begin this process. You will not need to complete the Parent Account Request form.

**CLICK THE FOLLOWING LINK TO GO TO ONLINE ENROLLMENT:**

**[SKYWARD NEW STUDENT ONLINE ENROLLMENT](#)**

- Parent/Guardian will complete the Parent Account Request form. *Please make sure you enter an email address that you use regularly and check it for updates. You will receive an email if your application has been approved, denied or if additional information is required.*
- Once completed, click on “Submit Request”. You will be asked to click “OK” twice.
- The parent/guardian will receive an email with their login information after the request has been submitted.
- Use the provided login information to complete the application form.
- Complete the application form: Steps 1-7
- If you are unsure which campus your student will be attending, select “I Don’t Know”.
- Once the application has been completed, click on “submit application to the district”. Once the application has been submitted, no changes can be made.



Click on the question mark icon to receive explanation of a question.

## **REQUIRED DOCUMENTS TO BE UPLOADED FOR ENROLLMENT**

- STUDENT’S BIRTH CERTIFICATE
- STUDENT’S SOCIAL SECURITY CARD
- STUDENT’S IMMUNIZATION RECORDS
- CURRENT PROOF OF RESIDENCY (SHOWING SERVICE ADDRESS-LIGHT BILL, CABLE BILL, TRASH BILL, WATER BILL, LEASE AGREEMENT, MORTGAGE STATEMENT)
- GUARDIAN’S VALID STATE ID (DRIVER’S LICENSE, PASSPORT)

For additional assistance or if you are unable to upload the required documents through the online enrollment please email: [SFISD.Enrollment@sfisd.org](mailto:SFISD.Enrollment@sfisd.org)