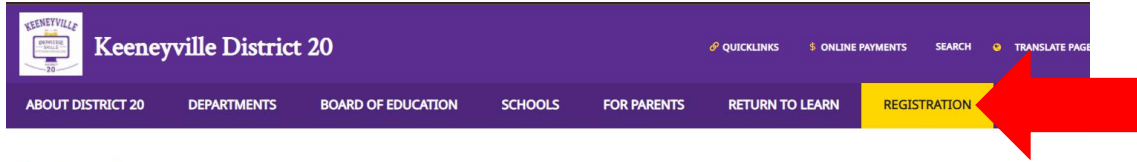


ENROLLING KINDERGARTEN & NEW STUDENTS



- ✓ Go to the District 20 website <https://www.esd20.org/> and select the **REGISTRATION** tab, and select the **grade level** of the student that you want to enroll.

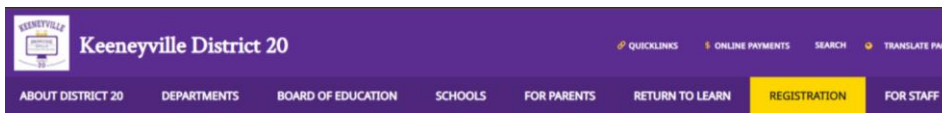


Registration

TO TRANSLATE INTO ANY LANGUAGE, SELECT "TRANSLATE PAGE" AT TOP RIGHT CORNER OF WEB PAGE



- ✓ Select the **STEPS FOR ENROLLING YOUR KINDERGARTEN STUDENT** and carefully follow the drop-down instructions to ensure that your child is properly enrolled.



Kindergarten Registration

TO TRANSLATE INTO ANY LANGUAGE, SELECT "TRANSLATE PAGE" AT TOP RIGHT CORNER OF WEB PAGE

2022-2023 School Year

We encourage your family to attend the **Kindergarten Round-Up** on Wednesday, April 13th at 6:00pm at your child's elementary school to learn more about your school, the registration process, tour our classrooms, and more!

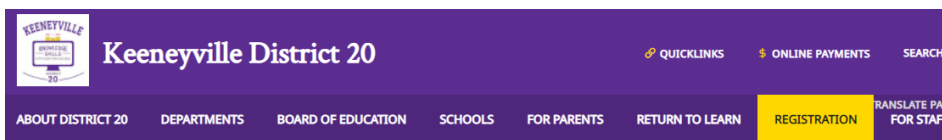
Kindergarten Registration for 2022-23 opens on Thursday, April 14th! Please follow the **Steps for Enrolling Your Kindergarten Student** below to ensure that your child is fully registered for the Fall.

We encourage you to register as soon as possible to take advantage of the "Early Bird Discount" (\$50 off Registration Fee) which applies for all K-8 students if you complete the registration process by May 31st. Your early registration also helps us to plan ahead for the Fall so that your child's Kindergarten year gets off to a great start!

Please contact your school office for assistance, send an email to registration@esd20.org, or schedule an in-person appointment.

STEPS FOR ENROLLING YOUR KINDERGARTEN STUDENT

Kindergarten Enrollment



Grades 1-8 Registration

TO TRANSLATE INTO ANY LANGUAGE, SELECT "TRANSLATE PAGE" AT TOP RIGHT CORNER OF WEB PAGE

2022-2023 School Year

Grades 1-8 Registration for 2022-23 opens on Monday, May 2nd!

Please carefully follow the **Steps for Enrolling Your New or Returning Student** below. All steps must be fully completed before your child is considered properly registered for the Fall.

We encourage you to register as soon as possible to take advantage of the "Early Bird Discount" (\$50 off Registration Fee) which applies for all K-8 students if you complete the registration process by May 31st. Your early registration also helps us to plan ahead for the Fall so that your child's new school year gets off to a great start!

Please contact your school office for assistance, send an email to registration@esd20.org, or schedule an in-person appointment.

STEPS FOR ENROLLING A RETURNING STUDENT

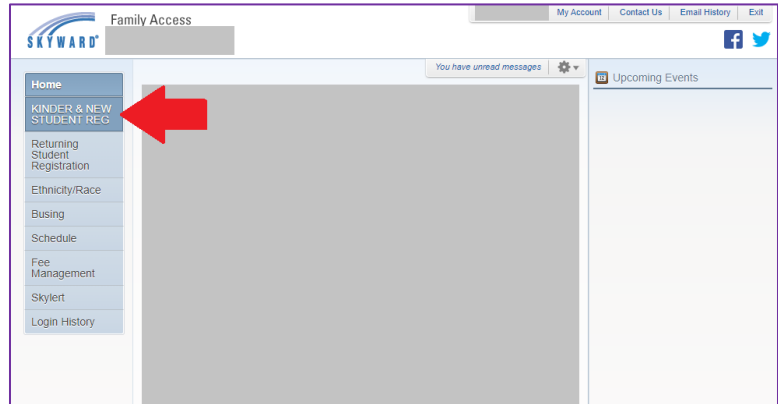
STEPS FOR ENROLLING A NEW STUDENT

Grades 1-8 Enrollment

REQUEST NEW STUDENT ONLINE ENROLLMENT (NSOE) ACCOUNT

RETURNING DISTRICT 20 FAMILIES who already have a District 20 Skyward Account **do not need to request a new account and may use their pre-existing D20 Skyward Account to access NSOE** to complete the Kindergarten & New Student Registration Application.

For example, if you have an older sibling who has attended District 20, you may go directly to your family's D20 Skyward Account to register your Kindergarten Student using the "KINDER & NEW STUDENT REG" button at the top left of your Skyward home page.



NEW DISTRICT 20 FAMILIES who do **not** already have a D20 Skyward Account, **must first submit a Request for New Student Online Enrollment (NSOE) Account as outlined below:**

- ✓ Select **Request New Student Online Enrollment (NSOE) Account** (yellow button on right or go to <https://bit.ly/Request New Student Online Enrollment Account>) which will take you to an online Account Request form.

STEPS FOR ENROLLING YOUR KINDERGARTEN STUDENT

(1) Request New Student Online Enrollment (NSOE) Account

NEW DISTRICT 20 FAMILIES who do **not** already have a D20 account in Skyward Family Access, must submit a Request for a New Student Online Enrollment (NSOE) Account (see instructions to right).

**REQUEST NEW STUDENT
ONLINE ENROLLMENT
(NSOE) ACCOUNT**

**INSTRUCTIONS:
REQUEST NEW
STUDENT ONLINE
ENROLLMENT (NSOE)
ACCOUNT**

- ✓ Complete the online **Account Request Form** for Kindergarten and New Student Registration

KEENEVILLE
KNOWLEDGE SKILLS ATTITUDE
20

KINDER & NEW STUDENT REG

Account Request

This form is the first step to enrolling your new student online. Complete it to request an account that you will use to log in to a secure system.
Complete required fields to request an account to enroll your students.

Enter the name of the legal parent/guardian of the student you want to enroll

* Guardian Legal First Name:

* Guardian Legal Last Name:

Guardian Legal Middle Name:

Guardian Legal Name Prefix: Guardian Legal Name Suffix:

Guardian contact information

* Guardian Email Address:

* Re-type Email Address:

* Guardian Primary Phone Number:

Complete the security dialog

I'm not a robot

reCAPTCHA
Privacy - Terms

Asterisk (*) denotes a required field

[Click here to submit Account Request](#)

****Enter Legal First Name:** This is the legal first name of the person requesting a Portal Account to enroll their new student(s).

****Enter Legal Last Name:** This is the legal last name of the person requesting a Portal Account to enroll their new student(s).

Enter Legal Middle Name: This is the legal middle name of the person requesting a Portal Account to enroll new students.

Enter Legal Name Prefix: The user can select the appropriate legal prefix for their name.

Enter Legal Name Suffix: The user can select the appropriate legal suffix for their name.

****Enter Email Address:** The guardian needs to enter a valid email to have their account information sent to them. This will be their login name for the New Student Online Enrollment Portal.

****Re-Type Email Address:** The guardian needs to reenter the email address as an exact match. The guardian will receive an error message if the emails do not match and they will be unable to complete the application.

Enter Primary Phone Number: The guardian should enter their primary phone number, which will also become the primary phone number of the first family of the student(s) that they submit Enrollment Applications.

The **CAPTCHA** verification will appear at the bottom of the page on the Enrollment Portal Configuration.

- ✓ Click orange button at bottom of form to **Submit Account Request**

You may receive an error message if you do not complete all required fields, or if you do not complete the reCAPTCHA ("I am not a robot") field. Please complete all required fields. Contact your [school office](#) or email registration@esd20.org if you have any questions or need assistance.



- ✓ If your Account Request was successfully completed, you should **receive an email with log-in information** to move to access Skyward to complete the **Kindergarten & New Student Registration Application**.

If you do not receive an email with log-in credentials, please contact your [school office](#) or email registration@esd20.org for assistance.

<p>Dear John Smith, Thank you for the request to enroll your student. You must now log into the system to complete the enrollment. Please note - you must complete this last step to complete the enrollment.</p> <p>To complete the enrollment, please visit this url: https://skyward.iscorp.com/scripts/wsisa.dll/WService=wsedukeeneyvilleil/sfemnu01.w Your login is: jsmith@esd20.org Your password is: XXXXX</p> <p>----- District: Keeneyville School District 20 District Web Site: www.esd20.org State: IL District Code: 0220200</p> <p>Keeneyville School District 20 - Live Conversion Data 07/03/14</p>
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