



# Online Registration Process

## Step #1 - I am this students' ... (Choose One)

Getting Started Video: <https://youtu.be/mFRvmNf4GcM>

Parent

Legal Guardian

Step Parent

Other/Non-Guardian

Have on hand:

- 2 proofs of your residential address.
- Proofs must be in the same name and list the same physical address.

Have on hand:

- **Court-Issued Guardianship** documentation
- 2 proofs of your residential address
- Proofs must be in the same name & list the same physical address

Have on hand:

- Marriage license
- 2 proofs of your residential address
- Proofs must be in the same name and list the same physical address

If you do NOT have:

- 2 proofs of your physical address in your name and/or **Court-Issued guardianship** papers
- Go to GSD Central Office (253 S Main St.) with:**
- An individual who can verify your residence
  - They must provide 2 proofs in their name.

## Step #2 My student is ... (Choose One)

Returning to GSD

New to GSD

Do you have an ActiveParent Account?

YES

NO

Login to your Active Parent Account

Create ActiveParent Account

<https://youtu.be/dob-PtINSbc>

Website: [ms2220.activeparent.net](https://ms2220.activeparent.net)

Complete Online Registration For Returning Student

<https://youtu.be/mvZ88U7zC7E>

**Be sure your EMAIL listed in ActiveParent is Valid/Current.**

**Registration status will be sent to the ActiveParent Email address.**

For code, EMAIL the appropriate grade found in table below  
**EACH NEW STUDENT MUST HAVE A CODE**  
Parent or Legal Guardian must register student  
(Step-Parent CANNOT register a NEW STUDENT)

Gathering documentation and information  
Getting Started Video

<https://youtu.be/mFRvmNf4GcM>

Have on hand these documents:

- Birth Certificate/Proof of Age
- Immunization Form 121 from Mississippi Health Department
- 2 proofs of physical address —addressed to same name
- If a Kindergarten student—Early Childhood Program Information (daycare name & address, Home, etc.)
- Contacts—phone and address required for each contact

Create an ActiveParent Account

<https://youtu.be/dob-PtINSbc>

Begin Online Registration Process For New Student

<https://youtu.be/7KI-vgb2Asw>

(This must be repeated for **each** student.)

Need Assistance? Emails are preferred, but you may call the schools.

|                             |                                |                              |
|-----------------------------|--------------------------------|------------------------------|
| PreK: bwhite@grenadak12.com | 4-5: kmcnamee@grenadak12.com   | 9-10: cpascul@grenadak12.com |
| K-1: sdubard@grenadak12.com | 6-8: tmccuiston@grenadak12.com | 11-12: ljones@grenadak12.com |
| 2-3: fheath@grenadak12.com  | 6-8: rgray@grenadak12.com      | V 3.2                        |