

Beginning of Year Paperwork 2022-2023

1. Scribbles Application Website <https://nhcsncc.scriborder.com/>

See the Application Start Page below

Click Select to get Started

To change the language click language dropdown arrow

New Hanover County Schools Online Enrollment

Select Language

New Hanover County Schools
Student Enrollment

Select To Get Started:
[Start Login](#)
CLICK HERE to complete an application!

General Enrollment Information:
Welcome to the New Hanover County Schools Online Application for Student Enrollment!
The information reported in this packet will become part of your child's cumulative school record. Student record information will not be released to third parties or used for purposes other than routine daily and/or emergency contact needs without the knowledge or permission of parents, legal guardians, or students who have passed their eighteenth birthday, except in accordance with the law.
Only a parent or legal guardian may enroll a student in New Hanover County Schools. Proof of Guardianship can include a birth certificate, divorce papers, Social Services paperwork, or paperwork signed by a judge awarding custody.
Remember to inform school staff of any special needs your student may have (504 Plan, IEP, AIG, special health care needs, special education, etc.)
All applications will be processed electronically and checked for accuracy. Any falsification of information may result in your application not being processed and/or denied.
*Please also note that this website is optimized for IE 10.0 and higher, Safari, Chrome, Edge and Firefox.

[Back to district website](#)

Available for 2022 - 2023 School Year

- ✓ Pre-K Application for the 2022-2023 School Year (February 1, 2022 - May 31, 2022)
- ✓ New Kindergarten Enrollment (2022-2023) (March 1, 2022 - June 9, 2023)
- ✓ New Enrollment Grades 1-12 (2022-2023) (March 1, 2022 - June 9, 2023)
- ✓ Employee Benefit (2022-2023) (March 1, 2022 - June 9, 2023)
- ✓ Hardship Transfer 2022-2023 (April 16, 2022 - June 9, 2023)
- ✓ Wait Pool Only for Dual Language, Magnet, and Year Round Schools (April 20, 2022 - December 20, 2022)

2. Click create account (if you are new to the Scribbles platform) **OR** enter your email address and password and then click login (If you already have an account).

New Hanover County Schools Online Enrollment

Select Language

New Hanover County Schools
Student Enrollment

Welcome to your New Hanover County Schools District Family Dashboard Account!
We now require that Parents / Guardians create an account in order to complete enrollment applications.

Option #1
If you already have an account:
1. Log in to the Family Dashboard.
2. Complete Enrollment Applications.

Option #2
If this is your first visit:
1. Choose 'Create Account' button below.
2. Complete the Guardian Demographic Questionnaire.
3. Log in to the Family Dashboard.
4. Add your student(s) to your Family Dashboard Account.
5. Complete Enrollment Applications.

IMPORTANT
If this is your first visit to the New Hanover County Schools Family Dashboard, you must create a new account.

NEW FEATURES

Email Address:

Password:

[Create Account](#)

[Login](#) [reset password?](#)

Beginning of Year Paperwork 2022-2023

3. Click the green button to begin the enrollment application (an application must be completed for each student).

Please be sure to read the instructions below and complete all steps and required applications. Incomplete or inaccurate information may create delays with processing your child's enrollment or applications.

Step #1
Add a student to this account.

- 1 You will be prompted to create the first student.
- 2 If you plan to enroll multiple students, then you will need to add those additional students using the 'Associate Student' button.
- 3 It is recommended that you add all students before completing the application(s).

Step #2
Submit your application.

- 1 Click the 'Begin Application' button to begin the process of selecting an available option. Once you select the button, you will be asked to select the correct options so that we can complete your application(s).
- 2 You must submit a request for each student for which you wish to apply.

Step #3
Upload any required documentation. (FOR NEW TO NHCS ONLY)

- 1 Click the 'View/Add Docs' link in the submitted application via the Family Dashboard.
- 2 Attach your required documentation, then return back to the Family Dashboard to review and/or submit additional applications.

Important! New Hanover County Schools will require a few documents to be uploaded to the family dashboard before your child can be enrolled. (FOR NEW TO NHCS ONLY)

- Proof of Age (PreK - 12) ex: Birth Certificate
- Proof of Residency (PreK - 12)
 - Most Recent Mortgage Statement, Deed, Residential Lease, New Hanover County Home Property Tax Statement, HUD Closing Statement
 - In cases where the guardian name is not on the lease or property tax form, then complete a Residency Affidavit which can be found HERE.
 - The McKinney-Vento Act defines homeless children and youths as individuals who lack a fixed, regular, and adequate nighttime residence. This definition specifically includes children and youth living in emergency shelters, motels, hotels, campgrounds, cars, public spaces or abandoned buildings, and children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason. If you believe your situation would qualify for McKinney-Vento services, please contact Rebecca McSwain, McKinney-Vento Liaison at 910-251-2947 or rebecca.mcswain@nhcs.net.
- Guardian ID (PreK - 12)
- Court Documents/Custody Papers (PreK - 12)
- N.C. Health Assessment Transmittal Form (K-12) - This form is due the first day of school and requires the signature of a licensed physician. You can find a copy of the form HERE and in Spanish HERE.
- Up to date Immunizations (PreK, Kindergarten, 7th and 12th grades and for students NEW to NC Public Schools)
- Safe Schools Enrollment Form (grades 1-12) - This form must be notarized and can be found HERE and in Spanish HERE.
- Special Services Documents (PreK - 12) - If your child has/will receive any Special Services, please upload the Documentation

For PreK Only:

- Proof of Income - Please submit family income (parents, step-parent, guardian, etc) for the household. The following are acceptable proofs of income. Please submit all applicable types of income received by each family member.
 - Previous year's tax statements (W-2, 1040, 1099)
 - Four (4) recent consecutive pay stubs
 - Unemployment benefits
 - Social security income
 - Supplemental security income
 - Military/veteran benefits
 - Letter from employment company letterhead
 - PreK Health Assessment which can be found HERE and in Spanish HERE.
 - PreK Verification of Dental Treatment which can be found HERE.
 - Work first/TANF printout
 - Child support payments
 - Adoption/Foster Care Stipend
 - Alimony Payments
 - Wage Verification Form (provided by NHCS) which can be found HERE and in Spanish HERE.

[Associate Student](#) [Begin Enrollment/Applications](#) [Edit Profile](#) [Logout](#)

Blue Hall	Number	Order	Student	Requested School/Program	Documentation Required	Status / Message(s)	Actions(s)
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4. Click the blue button to begin the application (under student name).

New Hanover County Schools
Student Enrollment

Select the Student for this Application

Option #1
Select the student for this application.

Option #2
If you need to add an additional sibling or student, please select the 'Associate Another Student' button.

Blue Hall
To begin an application for this student, please click the 'Begin Application' button below. You will be prompted to make several selections during the process.

[Begin Application for Blue](#)

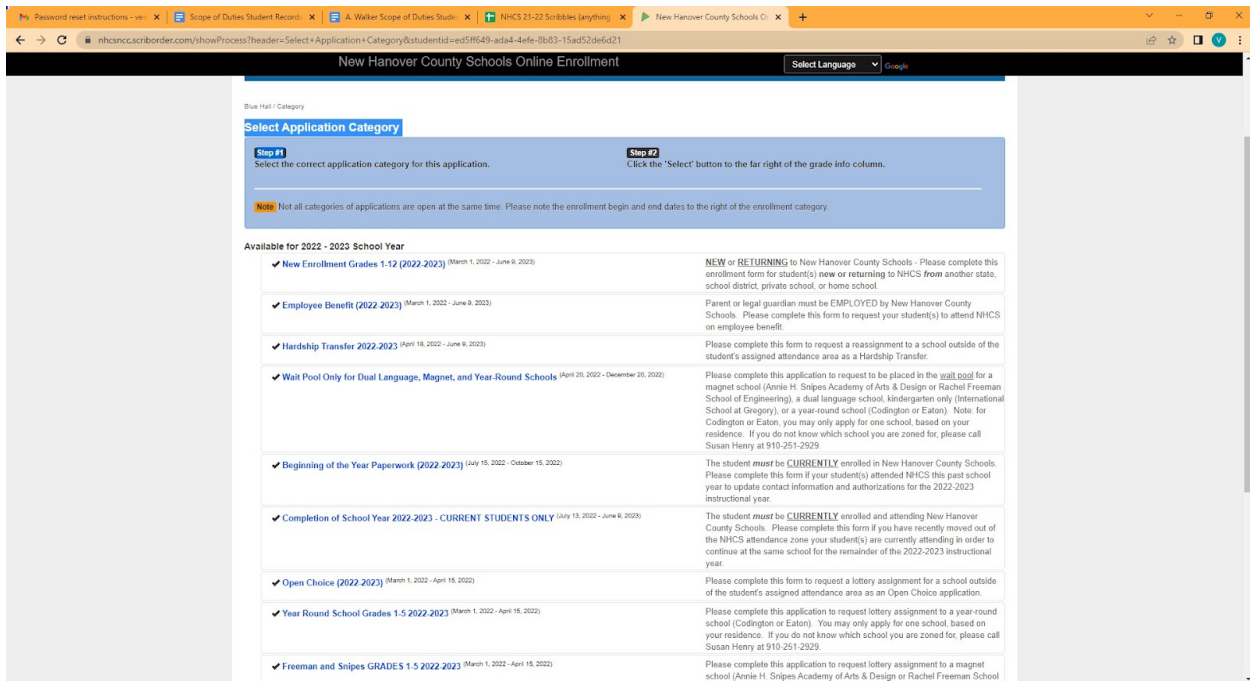
Need to associate another student?
To add another student to this Dashboard Account, please click the 'Associate Another Student' button below.

[Associate Another Student](#)

[Back to Dashboard](#)

Beginning of Year Paperwork 2022-2023

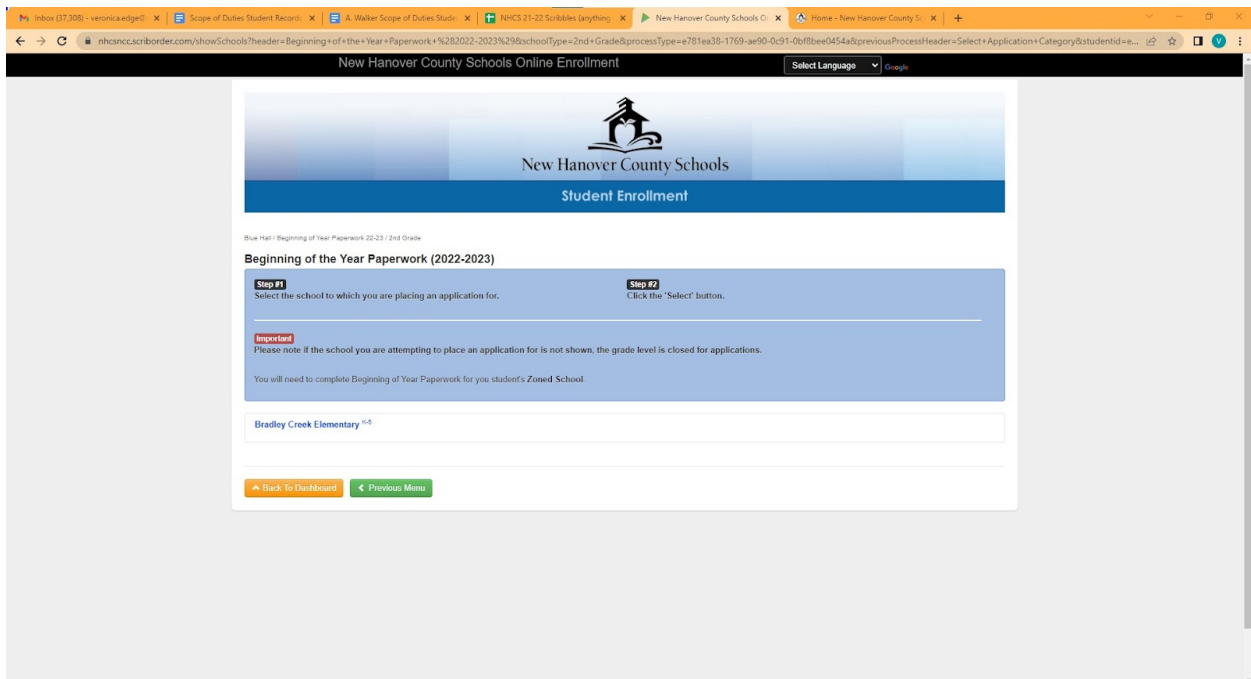
5. Select the Beginning of the Year Paperwork 2022-2023 enrollment application (This is the application for students who completed the 2021-2022 school year with New Hanover County Schools).



6. Click Select button on the right hand side of the page



7. Click on the School Name



Beginning of Year Paperwork 2022-2023

8. Click the select button on the right hand side of the page

Blue Hall / Beginning of Year Paperwork 22-23 / 2nd Grade

Beginning of the Year Paperwork (2022-2023)

Step #1 Select the school to which you are placing an application for.

Step #2 Click the "Select" button.

Important
Please note if the school you are attempting to place an application for is not shown, the grade level is closed for applications.
You will need to complete Beginning of Year Paperwork for your student's Zoned School.

Bradley Creek Elementary

Beginning of Year Paperwork 22-23	Beginning of Year Paperwork	Beginning of Year Paperwork - Elementary School for the 2022 - 2023 School Year	Select
The student must be CURRENTLY enrolled in New Hanover County Schools. Please complete this form if your student(s) attended NHCS this past school year to update contact information and authorizations for the 2022-2023 instructional year.			

[Back to Dashboard](#) [Previous Menu](#)

9. Click the blue button Complete School Application

Blue Hall / Beginning of Year Paperwork 22-23 / Beginning of Year Paperwork 22-23 / Elementary School(s) / Bradley Creek Elementary / Beginning of Year Paperwork

Did Blue attend Bradley Creek Elementary, in the 2021-2022 School Year?

You are almost there. Just a few more questions...

Step #1 In order to complete your Enrollment request, please select the "Complete Application" button below. This will allow you to complete the online application.

Blue Hall attended New Hanover County Schools in the 2021-2022 School Year

You have noted the student is already attending New Hanover County Schools and will thereby be a RENEWAL application.

Please confirm this assertion by selecting the "Complete Renewal Application" button.

[Complete Elementary School Application Renewal](#)

[Back to Dashboard](#) [Start Over](#)

Beginning of Year Paperwork 2022-2023

10. Complete the entire Beginning of the Year Renewal application (please thoroughly read each question carefully, please update any demographic information, address, contacts and complete permission forms embedded in the application (ie. *Technology, Military, FERPA, Student Handbook*)).

Please make sure to complete all boxes marked with a red star as these are required fields and you will not be able to submit your application with those items left blank. Sign and submit your application.

Please Confirm Enrollment Selection:

Beginning of Year Paperwork - Elementary

Important The following items are required to be uploaded/attached to this enrollment packet in order to complete the enrollment process:

- Proof of residence (most recent mortgage statement, deed, residential lease, New Hanover County home property tax statement, HUD closing statement)

You can upload all required documents in the Family Dashboard upon submission of this form. Directions will also be provided by email sent upon submission and on the receipt page for this application packet. All documents **MUST** be received before the application deadline.

★

I understand and agree that I will provide all of the above documents, as a requirement of enrollment, in the time frame(s) listed above.

AUTHORIZATION NOTIFICATION:

My initials below constitute an electronic signature, my acknowledgment that all of the information above is true and accurate to the best of my knowledge, and authorizes New Hanover County Schools to process this application.


To sign using your (guardian/requestor) initials below, use the first letter of your first name and first letter of your last name entered on this form.

★ Guardian Initials:

Please enter your e-Signature

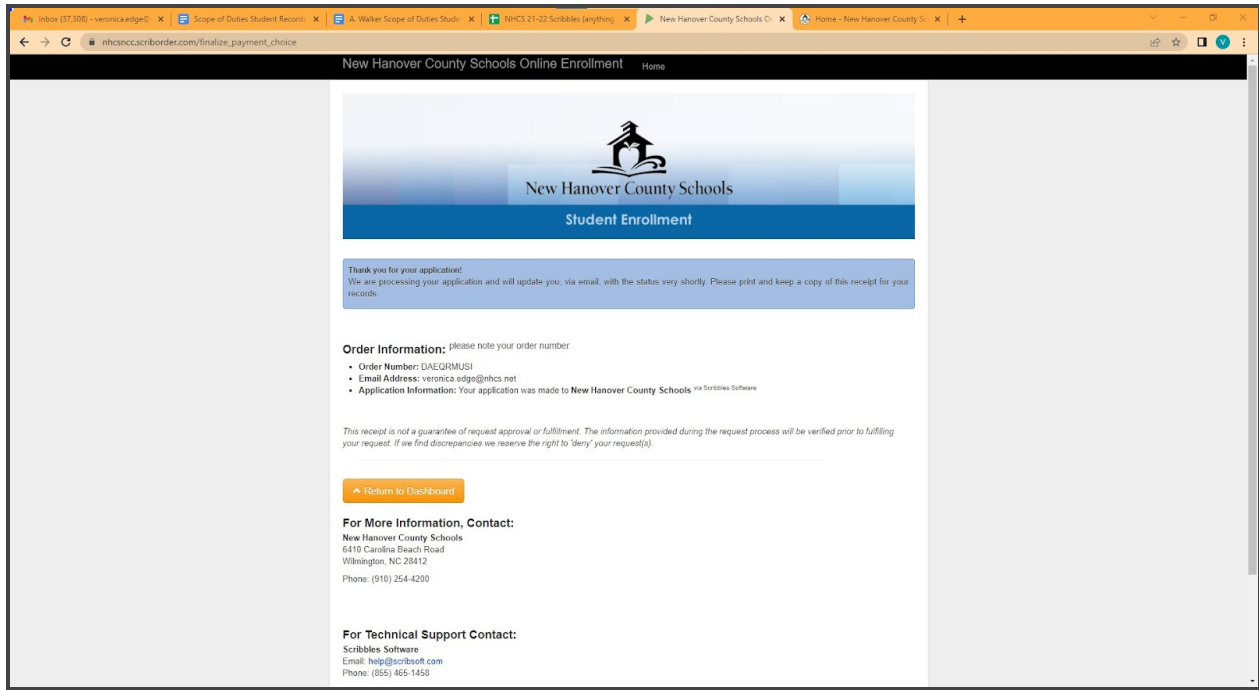
— For security purposes, we logged your IP Address:
152.26.51.90, 172.70.34.47, 30.1.4.38

— Date/Time of Completion: 5/4/2022 at 15:09 hours


 I AGREE TO THE CONTENT ABOVE VIA ELECTRONIC SIGNATURE

Beginning of Year Paperwork 2022-2023

11. Thank you for completing your Beginning of Year Enrollment Renewal Application!



12. You will receive an email from Scribbles to confirm your Enrollment Renewal Application (see the email below). In addition, this email will tell you the additional information you will need to provide to the school and information that should be uploaded to Scribbles.



Enrollment Renewal Packet Number: DAEQRMUSI

Dear Guardian of Blue Hall,

Thank you for completing your Beginning of Year Paperwork packet to attend a NHCS school!

Our team will be processing and verifying all packets to ensure that all requirements are complete.

Your child's enrollment renewal is not complete until receive an approval notification.

You will also be notified when your application packet is approved and ready for next steps.

Sincerely,

New Hanover County Schools