

Online Registration Process proceso de matricula en linea

How to register online through the Scranton School District
como registrarse en linea a traves del Distrito EScolar de Scranton

Parents go to the Scranton School District website @ www.scrsd.org.
padres vayan al sitio web del distrito @www.scrsd.org



Registration

1. Identify your Assigned School [CLICK HERE!](#)

2. Gather Supporting Documents

Required Documents: All students who are entering the District for the first time, at any grade, must submit the following documentation before being admitted:

- Evidence of the child's age (one of the following):
 - Birth certificate
 - School Record indicating the date of birth
 - Religious Record/notarized copy of a religious record (i.e. baptismal certificate)
 - Hospital Record
- Current proof of residence
 - Lease + 1 Utility (gas, water, electric)
 - Mortgage /Taxes + 1 Utility (gas, water, electric)
 - Photo ID
 - Custody Papers (if applicable)
- Immunizations Records
 - Immunization records from their doctor or a medical office; OR
 - School health records; OR
 - Written statement from the former school district, with records to follow; OR
 - International Health Certificate

Guardianship: If you are not the natural parent or guardian of the child being enrolled, you must also provide appropriate legal documentation showing dependency or guardianship or a sworn statement of full residential support to the Office of Student Services located at the District's Administration Building Phone: (570) 348-3474 before the child will be admitted.

Non-resident students may be registered in accordance with the District's policy on [Eligibility of Non-Resident Students](#) (Policy #202).

3. Complete Registration Process

[2020/2021 Online Registration English](#)

[2020/2021 Online Registration Spanish](#)

Registration
2020/2021 School Year New Student Registration
Español 2020/2021 Inscripción de nuevo estudiante
Eschoolplus Parent Home Access
SAT Information for Parents
Homeless Student Intake Form

Los padres pueden registrarse en línea en cualquier lugar que haya una conexión a Internet o venir a la oficina de registro en 425 N. Washington Ave. Tenemos computadoras disponibles para su uso. Si tiene alguna pregunta, llame al 570-348-3474

La primera vez que se registre deberá crear una cuenta con un correo electrónico activo, contraseña y 2 preguntas de seguridad. Si un padre tiene una cuenta, el nombre de usuario y la contraseña creados previamente se pueden usar para el nuevo registro. Una vez que los padres hayan hecho esto, se les llevará automáticamente al siguiente paso "Registro de nuevos estudiantes". Haga clic en el texto azul y lo llevará al siguiente paso.

Acceder

Dirección de Correo Electrónico

Contraseña

☐ Recordar mi información en esta computadora

Acceder

[¿Se olvidó su contraseña?](#)

Crear Cuenta

Con una cuenta, usted puede...

- Completar sus formularios en línea
- Guardar y regresar a sus formularios en progreso
- Imprimir historial del formulario

Crear Cuenta

Crear una Cuenta

Ingrese la siguiente información requerida para continuar. **Esta cuenta está diseñada para que la cree un adulto miembro de la familia.** Es importante que usted solo cree una cuenta por familia para que el sistema pueda guardar y acceder su información correctamente.

¿Tiene una dirección de correo electrónico? Le sugerimos que obtenga una cuenta de correo electrónico gratuita en línea a través de [Google](#) o [Yahoo](#).

Perfil

Primer Nombre

Apellido

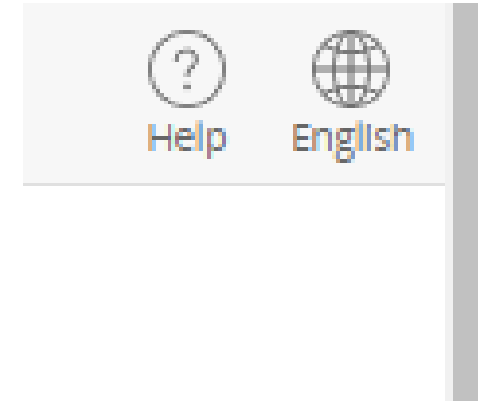
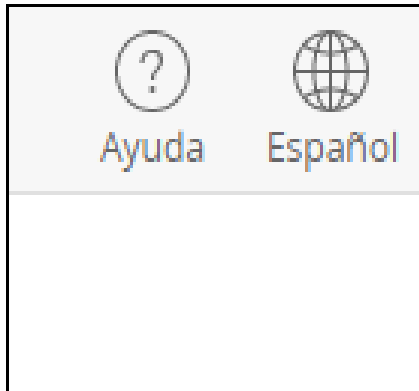
Teléfono de Contacto

Se utiliza para proveer ayuda y soporte. Ingrese el número en su totalidad, incluyendo el código de área.

Opciones de idioma inglés a español

Los padres que hablan español pueden cambiar el idioma en la esquina superior derecha de la página de idiomas a español. Las preguntas estarán en su idioma materno.

El proceso de registro está predeterminado en inglés.



Después de crear una cuenta, los padres están listos para ingresar la información del estudiante en línea. La inscripción para kindergarten está abierta para el próximo año, 2021-2022. No deje ninguna pregunta sin respuesta.

Añadir Estudiante



Primer Nombre

Apellido

Fecha de Nacimiento

ingrésela en este formato: "mm/dd/aaaa"

Añadir Estudiante



Página de Inicio

Empezar un Nuevo Formulario

[Matrícula de Kindergarten 2020-2021 2021-2022](#)



Ver un Formulario Enviado

[Matrícula de Kindergarten 2020-2021 2021-2022 \(test\)](#)

Enviados: 1/05/2021



Acceder a Sus Recomendaciones en Línea

- Si ya inició una **Solicitud**, puede "Continuar un Formulario en curso" para acceder a sus recomendaciones en línea a través de la página de Introducción de la solicitud.
- Si aún no ha iniciado una **Solicitud**, primero debe iniciar uno en "Iniciar nuevo formulario". Luego podrá empezar las recomendaciones en línea a través de la página de Introducción de la solicitud.
- Si ya envió una **Solicitud**, puede "Ver un Formulario enviado" para acceder a sus recomendaciones en línea.

The screens will take you through the registration process and each area that needs completing. Answer each question before advancing to the next screen.

Student

New Student

Family

Emergency

Priority

Health

Family Survey

Home Language Survey

Policy Sign-off Sheets

Document Upload

Signature

Review & Submit

Parents/Guardian if you need to register more than one sibling. Please click on the Registration link under question 3.

Next Steps

1. Print a copy for your records

Your information has been successfully submitted to Scranton School District. Optionally, you may click this [Registration](#) link to print a copy for your records.

Now that you've submitted your Student Registration you must contact the school to make any adjustments.

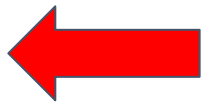
2. Download any applicable supplemental forms

[Scranton School District Policy Sign-off Sheets](#)
[District Website](#)

3. Complete a Student Registration for another student (if applicable)

This process must be completed for each child attending Scranton School District. To begin another Student Registration, click the link below and follow the directions.

- [Registration](#)



4. Please schedule a [Student Registration Appointment](#)

Contact Information

Once you click on the registration it will take you to a screen that states do you want to manually or import. Click IMPORT. The system will automatically import all of your Parent information to the next student. You will only have to answer the quest pertain to the new student.

Add Student

First Name

Sswartz

Last Name

Jane

Date of Birth

enter as "mm/dd/yyyy"

7/20/2015

Add Student

Student Registration

You've already submitted this form for test. Would you like to import the relevant information to save time?

☒ Import

☐ Start from Scratch

Continue

Once you have answered all the questions will be asked to review and submit. If you missed answering a question the program will take back to the beginning of the online application. Any item that was missed will be marked with a **RED** pop up marked “required”. Parents and students must check all requirements under the Policies page in order to submit.

Primary Notification Phone Number **required** [Edit](#)

xxxxxxxxxx

Secondary Notification Phone Number [Edit](#)

xxxxxxxxxx

Home Language **required** [Edit](#)

Special Education? **required** [Edit](#)

Migrant? **required** [Edit](#)

Immigrant? **required** [Edit](#)

UPLOAD DOCUMENTS

We have added a new feature to the online registration process. The parent **MUST** upload all the documents. Birth Certificate, Lease/Mortgage, Utility bill, Immunizations to complete the registration process now.

Any Individual Education Plans, custody paperwork work. You will need an appointment to bring to them in to Central registration.

Document Upload

Birth Certificate

Birth Certificate required

Upload...

Proof of Residency

Acceptable Items are one of these:

- Lease + 1 Utility (Gas, Water, Electric)
- Mortgage/Property Tax + 1 Utility (Gas, Water, Electric)
- No credit card or Cable bills accepted.

First Proof of Residency required

Upload...

Second Proof of Residency required

Upload...

Third Proof of Residency

Upload...

Immunizations

Immunizations 1

Upload...

Immunizations 2

Upload...

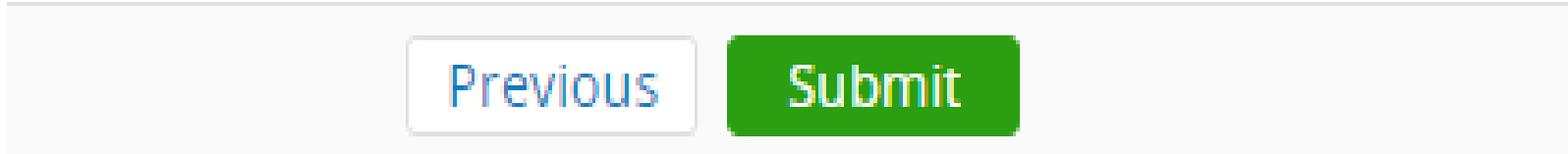
Immunizations 3

Upload...

Previous

Next

If the “Submit” button is green, you have completed the process and there is no more to review. Click on the green button. Otherwise, review and complete the unanswered questions.



Please note: Until all required documents are submitted to the registration/school staff your application will not be considered complete. Parents will receive a call to set up an appointment for Kindergarten Readiness testing.

Please note: If a family is living in a home which is not owned or rented by the parent/guardian of the student, **please call the registration office at 570-348-3474 for an Affidavit of Residency application.**

Please be aware if the you did not get the green submit button. You will need to click the areas in red to correct the missed questions. If you do not do this your child’s registration will not be complete.Once you have all green check marks click on the green submitt button again.

Summary

We found some missing or incorrect information on the following pages.

PAGE	STATUS
Student	15
New Student	16
Family	7
Emergency	5
Family Survey	
Home Language Survey	3
Policy Sign-off Sheets	14

ALMOST FINISHED!

Once your application has been submitted the **Parent/Guardian** will need to bring in the following registration documents to **Central Registration Office** located at:

Scranton School District

425 N. Washington Avenue,
Scranton, PA 18503

570-348-3474

Fax 570-348-2570

Required list of acceptable registration documents:

- **Photo ID of Guardian/Parent**
- **Two proofs of residency:**
 - **Lease + 1 Utility (gas, water, electric) or**
 - **Mortgage/Taxes + 1 Utility (gas, water, electric)**
- **Student's birth certificate or baptismal record**
- **Immunization record**
- **Custody Papers or Guardianship (if applicable)**
- **Individual Evaluation Plan paperwork (IEP)**

NO CELL PHONE BILLS or CREDIT CARD BILLS OR CABLE BILLS ACCEPTED NO CABLE BILLS

Any questions please call 570-348-3474 Monday-Friday from 8-3