



## BACK TO SCHOOL REGISTRATION

Back to School Registration for returning Alvarado ISD students will begin **July 11, 2022**.  
Alvarado ISD **requires** annual registration **and** proof of residency for all students.

### WHO COMPLETES ONLINE REGISTRATION?

Parents and/or legal guardians

### HOW:

Log in to [aisd.me/back2school](https://aisd.me/back2school)  
([https://skyward.iscorp.com/scripts/wsisa.dll/WService=wseualvaradoisdtx/fwe\\_mnu01.w](https://skyward.iscorp.com/scripts/wsisa.dll/WService=wseualvaradoisdtx/fwe_mnu01.w)), Using parent's Skyward Family Access username and password.

*\* If you are unsure of your username and password, please contact your campus*

*Alvarado Elementary South- [aespor@alvaradoisd.net](mailto:aespor@alvaradoisd.net)*

*Alvarado Elementary North- [aenpor@alvaradoisd.net](mailto:aenpor@alvaradoisd.net)*

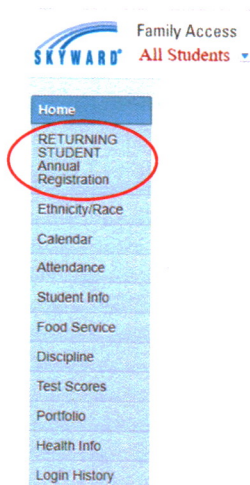
*Lillian Elementary- [lespor@alvaradoisd.net](mailto:lespor@alvaradoisd.net)*

*Alvarado Intermediate- [aispor@alvaradoisd.net](mailto:aispor@alvaradoisd.net)*

*Alvarado Junior High- [ajhpor@alvaradoisd.net](mailto:ajhpor@alvaradoisd.net)*

*Alvarado High School- [ahspor@alvaradoisd.net](mailto:ahspor@alvaradoisd.net)*

Once you log in you will see the following screen:



- Click **RETURNING STUDENT Annual Registration** to begin.
- If there are multiple students in the family, select a student name.

- Navigation/status is displayed at the right side of the screen. Each step will display a green check mark when it has been completed.
- Note that some steps are required and some are optional. Required steps will display **(Required)** in red at the top of the screen.
- Steps may be slightly different for different campuses.
- Use the buttons at the bottom of each step to save and move to the next step.

The screenshot shows a web application for 'RETURNING STUDENT Annual Registration'. On the left is a vertical navigation menu with links: Home, RETURNING STUDENT Annual Registration (highlighted), Calendar, Attendance, Student Info, Food Service, Discipline, Test Scores, Portfolio, Health Info, and Login History. The main content area has the title 'RETURNING STUDENT Annual Registration' and a sub-header 'RETURNING STUDENT Annual Registration'. Below this is a message: 'Please complete all steps to register your returning scholar for the new school year. By law, this process must be completed for each student every year.' On the right side, there is a list of 12 steps: 1. Verify Information (with sub-steps a. Student Information, b. Family Address, c. Family Information, d. Emergency Information, e. Emergency Contacts), 2. Verify Ethnicity/Race, 3. Add a Food Service Application, 4. Health Form, 5. McKinney-Vento, 6. Migrant, 7. Transportation, 8. Handbook Receipt/Acknowledgement, 9. RUP Acknowledgement, 10. Attachments, 11. Parking Permit, and 12. Complete RETURNING STUDENT Annual Registration. At the bottom right, there are two buttons: 'Next' and 'Close and Finish Later'.

- Proof of Residency must be uploaded on the Attachments step (step 10). **This is a required step to complete registration.**
- Make sure you have proof of residency on the device you are using - this may be a downloaded copy or simply a picture taken with your phone.
- Click Choose File and navigate to the file you want to upload.
- **Proof of Residency** must be in the name of a legal guardian and must be no more than 30 days old when submitted. This may be a bill for electricity, gas, water, cable/satellite service, or internet and must show the service address. The Statement of Residency form can be found at [www.alvaradoisd.net](http://www.alvaradoisd.net) or at Central Administration.
- If you are not able to upload proof of residency, you may email the campus contact(s) listed above for assistance.



### Step 10. Attachments (Required)

Upload Proof of Residency: Each family is required to submit updated proof of residency every year)  
Utility bill (water, gas, trash, etc) with service at address (not cell phone bill)  
Bill must be dated within the last 30 days

\* Proof of Residency:  No file chosen

(\*) Indicates a required field.

#### RETURNING STUDENT Annual Registration

1. Verify Information
  - a. Student Information
  - b. Family Address
  - c. Family Information
  - d. Emergency Information
  - e. Emergency Contacts
2. Verify Ethnicity/Race
3. Add a Food Service Application
4. Health Form
5. McKinney-Vento
6. Migrant
7. Transportation
8. Handbook Receipt/Acknowledgement
9. RUP Acknowledgement
- 10. Attachments**

## Submitting Registration:

Don't forget to complete the last step - click the Submit RETURNING STUDENT Annual Registration.

You will not be able to submit until all required steps are completed.

#### RETURNING STUDENT Annual Registration

[Print](#)

### Step 12. Complete RETURNING STUDENT Annual Registration (Required)

By completing RETURNING STUDENT Annual Registration, you are confirming that the Steps below have been finished.

Are you sure you want to complete RETURNING STUDENT Annual Registration for [ ] ?

#### Review RETURNING STUDENT Annual Registration Steps

#### RETURNING STUDENT Annual Registration

1. Verify Information
  - a. Student Information
  - b. Family Address
  - c. Family Information
  - d. Emergency Information
  - e. Emergency Contacts
2. Verify Ethnicity/Race
3. Add a Food Service Application
4. Health Form
5. McKinney-Vento
6. Migrant
7. Transportation
8. Handbook Receipt/Acknowledgement
9. RUP Acknowledgement
10. Attachments
11. Parking Permit

#### 12. Complete RETURNING STUDENT Annual Registration