

Online Accept/Decline Parent User Guide

Step 1: Follow the instructions in your notification email and go to <https://apply.lausd.net>. Login to your Parent Account.

The screenshot shows the 'Parent Login' page. At the top, there is an 'IMPORTANT NOTE' banner stating: 'The Late Application window for Magnet and Dual Language/Bilingual programs is now open.' Below the banner is the 'UNIFIED ENROLLMENT' logo and navigation links: 'Find a School', 'How to Apply', 'Need Help?', and 'Log in'. A language selector shows 'En Español'. The main content area has a 'Parent Login' heading and two input fields for 'Username' and 'Password'. Below the password field is a link for 'Forgot your password?'. There are 'Register' and 'Log in' buttons. To the right of the login fields, there is a list of instructions: 'Username is the email address you used for account registration.', 'Session times out after 60 minutes.', 'Click [here](#) to send activation email.', and 'If you'd like to change the email address associated with your account, please sign in using old email address. Account edits can be made once you logged in successfully.'

Step 2: Select a student and click “Next” to view your child’s Results Letter. You must then proceed to “My Actions” to accept or decline placement offers.

The screenshot shows the 'Parent' dashboard. At the top, there is an 'IMPORTANT NOTE' banner. Below the banner is the 'UNIFIED ENROLLMENT' logo and navigation links: 'Find a School', 'How to Apply', 'Need Help?', and a user profile for 'JODIE'. A language selector shows 'En Español'. The dashboard has a navigation bar with 'Dashboard', 'Parent', 'Student', and 'Application' tabs. Below the navigation bar, there is a 'Welcome to your Dashboard' message and a 'My Actions(3)' link circled in red, next to 'My Messages (3)'. The main content area is titled 'Welcome to My Actions' and says 'Select a child for whom you wish to accept/decline applications.' Below this, there are four application cards. The first card, for 'Testff' (Grade: 08, QUINTON M.), is circled in red. The other three cards (000002, 000004, and 000005) are for Grade: 02, 107TH ST EL, and each has an 'ACTION REQUIRED' label. A 'Back' button is at the bottom left. At the bottom of the page, there is a language selector for 'English' and 'En Español', a link to the 'User Guide', and contact information: 'Still have questions? Contact Us or Email ApplyforSchools@lausd.net'. A footer note mentions 'Browsers and Operating Systems Compatibility'.