

# Online Registration

## Here's How!

Hanover Schools will continue to use online enrollment for the upcoming year, this process replaces the use of paper forms. If you don't have access to a computer, help is available.

**New to Online Enrollment?** How do I get started? Type this link into your browser:  
[www.hanover.k12.in.us/newstudent](http://www.hanover.k12.in.us/newstudent)

**Should I create an account?** If you have never completed online enrollment in InfoSnap, you should create an account. This allows you to securely save your work and return to the enrollment form at a later time. Use your email address or cell phone number as your ID and then you have ready access to your account.

If you already have an account, you can sign in and complete the form. You should use the same account to complete forms for multiple students.

**Do I have to answer all the questions?** Questions marked with a red asterisk are required.

**What if I make a mistake?** If you would like to make a change, click on the underlined field or click "Prev" to return to the previous page.

**I've completed the form, now what?** After you have finished entering your information, click "Submit". This will send all the information you have entered to your child's school. If the "submit" feature does not respond, please revisit fields highlighted with text indicating required.

**What if I have more than one student in the district?** You need to complete a separate enrollment for each child because the information you provide is specific to each child. We recommend you submit one enrollment and then start another. This will allow you to copy shared family information, saving time and ensuring accurate information is transmitted.

**Returning students:** Returning students can be registered by logging into <https://hcsc.powerschool.com/public> and using the InfoSnap Returning Student Enrollment link found in the Navigation menu. Some returning student data will already appear on the form. Please review data for accuracy and make necessary changes.