



Online Registration

**J. Sterling Morton East
High School**

2024-2025

Online Registration Overview



- Complete Online Registration through **Skyward Family Access**
- Required for **all students** – new and returning
- Enter/edit student and guardian information
- Complete required forms, such as:
 - School-Parent Compact
 - Student Health Form
 - Acceptable Use Policy Agreement

School Contact Details



For questions regarding Online Registration, contact your child's school.

East	West	Freshman Center	Alternative School
Assistant Registrar Yolanda Pineda ypineda@jsmorton.org (708) 780-4000 ext. 2327	Assistant Registrar Yolanda Martinez ymartinez@jsmorton.org (708) 780-4100 ext. 3042	Assistant Registrar Yolanda Pineda ypineda@jsmorton.org (708) 780-4000 ext. 2327	Secretary Erika Medina emedina@jsmorton.org (708) 780-4080 ext. 4011
Parent Liaison Joshua Galvan joshuagalvan@jsmorton.org (708) 780-4000 ext. 2009	Parent Liaison Araceli Torres-Proa atorres-proa@jsmorton.org (708) 780-4100 ext. 3067	Parent Liaison Vanessa Camacho vcamacho@jsmorton.org (708) 863-7900 ext. 1117	Parent Liaison Vanessa Camacho vcamacho@jsmorton.org (708) 863-7900 ext. 1117



Part 1

Navigating Online Registration

Let's Get Started!



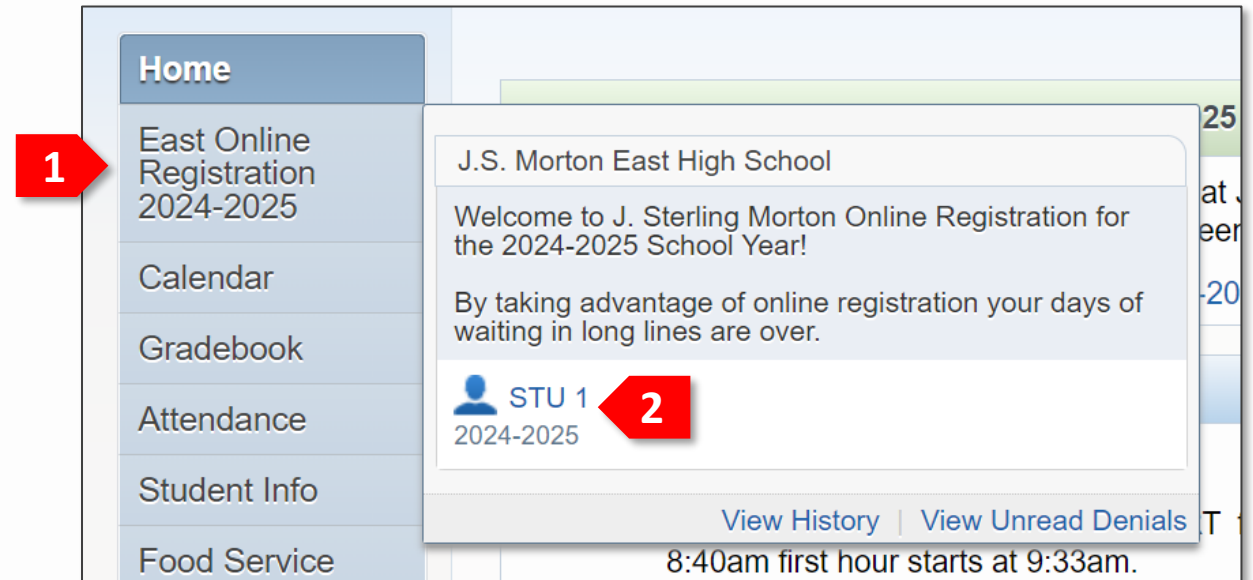
Log into Skyward (skyweb1.jsmorton.org) with your login ID and password.

From the Family Access homepage:

1. Click the tab labeled **East Online Registration 2024-2025**.

2. From the popup, click your **student's name**.

(If you have more than one student, you must complete registration for each individually.)



Registration Steps



The right-hand menu lists the steps you need to complete.

The number of steps depends upon your student's grade level. **You may not see 10**, as pictured here.

You must complete **every step on your list** to complete Online Registration.

East Online Registration 2024-2025

STU 1 (J.S. Morton East High School 2024-2025)

District Message

Welcome to J. Sterling Morton Online Registration for the 2024-2025 School Year!
By taking advantage of online registration your days of waiting in long lines are over.

District Message

1. Verify Student Information
 - a. Student Information
 - b. Family Address
 - c. Family Information
 - d. Emergency Information
 - e. Emergency Contacts
 - f. Health Information
2. Student Health Form
3. Sibling Information
4. Acknowledgment Form
5. School-Parent Compact
6. Military Connected
7. College Board Consent
8. Document Uploads
9. Fee Acknowledgment
10. Complete East Online Registration 2024-2025

Next

Close and Finish Later

Registration Steps



As you click through each step, the center of your screen populates with information currently in your student's file.

You can update **some**, but not all, information.

Fields marked with an asterisk (*) are **required**.

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East Online Registration 2024-2025

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East Online Registration 2024-2025

STU 1 (J.S. Morton East High School 2024-2025)

Step 1a. Verify Student Information: **Student Information** (Required) [Undo](#)

General Information

* First: Middle:

* Last: Suffix:

Birthday: Gender:

Other Name:

Language: Race:

☐ Do you have internet access?

☐ Do you have a device to access eLearning material?

Method of Instruction:

Home Phone: Ext:

Ext:

School Email: Home Email:

Birth County:

Birth State:

Birth Country:

Allow Publication of Student's Name for:

Military: Higher Ed: Public:

District: Media:

(*) Indicates a required field.

District Message

1. Verify Student Information

a. **Student Information**

b. Family Address

c. Family Information

d. Emergency Information

e. Emergency Contacts

f. Health Information

2. Student Health Form

3. Sibling Information

4. Acknowledgment Form

5. School-Parent Compact

6. Military Connected

7. College Board Consent

8. Document Uploads

9. Fee Acknowledgment

10. Complete East Online Registration 2024-2025

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)

Translating a Step



Most steps can be **translated into Spanish** by clicking a button at the top of the page.

For steps without a translate button, use the translate feature built into your **browser**.

J. Sterling Morton High School District 201
5801 Cermak Rd, Cicero, IL 60804
Phone: (708) 780-2800 Fax: (708) 780-2111

Haga clic aquí para ver este formulario en español **Español**

Student Name: STU 1 TEST
Campus: J.S. Morton East High School
Morton ID: 999888
Grade: 09

Completing a Step



When you finish a step, click one of the **Complete** buttons at the bottom of the page.

Completed steps will receive a **green check mark** in the right-hand menu.

East Online Registration 2024-2025

STU 1 (J.S. Morton East High School 2024-2025)

Step 1a. Verify Student Information: Student Information (Required) [Undo](#)

General Information

* First: Middle:

* Last: Suffix:

Birthday: Gender:

Other Name:

Language: Race:

☐ Do you have internet access?

☐ Do you have a device to access eLearning material?

Method of Instruction:

Home Phone: Ext:

Ext:

School Email: Home Email:

Birth County:

Birth State:

Birth Country:

Allow Publication of Student's Name for:

Military: Higher Ed: Public:

District: Media:

[Complete Step 1a Only](#) [Complete Step 1a and move to Step 1b](#)

(*) Indicates a required field.

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District Message

1. Verify Student Information

a. Student Information

b. Family Address

c. Family Information

d. Emergency Information

e. Emergency Contacts

f. Health Information

2. Student Health Form

3. Sibling Information

4. Acknowledgment Form

5. School-Parent Compact

6. Military Connected

7. College Board Consent

8. Document Uploads

9. Fee Acknowledgment

10. Complete East Online Registration 2024-2025

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)

Editing a Step

You can **edit** a step even after marking it complete.

Select the step from the right-hand menu, then click the **Edit** button at the bottom of the screen.

When you finish editing, make sure to mark the step complete once again.



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East Online Registration 2024-2025

STU 1 (J.S. Morton East High School 2024-2025)

Step 1a. Verify Student Information: **Student Information** Completed 03/01/2024 8:08am

General Information

* First: STU 1

* Last: TEST

Birthday: 01/01/2007

Other Name:

Language: ENGLISH

☐ Do you have internet access?

☐ Do you have a device to access eLearning material?

Method of Instruction:

Home Phone: 312-593-1467

School Email: studesam002@jsmorton.org

Birth County:

Birth State:

Birth Country:

Middle:

Suffix:

Gender: Male

Race:

Ext:

Ext:

Home Email:

Allow Publication of Student's Name for: ?

Military: Yes

District: Yes

Higher Ed: Yes

Media: No

Public: Yes

Edit Step 1a

District Message

1. Verify Student Information

a. Student Information

b. Family Address

c. Family Information

d. Emergency Information

e. Emergency Contacts

f. Health Information

2. Student Health Form

3. Sibling Information

4. Acknowledgment Form

5. School-Parent Compact

6. Military Connected

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8. Document Uploads

9. Fee Acknowledgment

10. Complete East Online Registration 2024-2025

Previous Step

Next Step

Close and Finish Later

Pausing the Process



You **do not** need to complete every step in one sitting.

If you need to pause, click **Close and Finish Later** in the bottom right corner.

To ensure all your information is saved, **complete** your current step before closing Skyward.

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East Online Registration 2024-2025

STU 1 (J.S. Morton East High School 2024-2025)

Step 1a. Verify Student Information: Student Information (Required) Completed 03/01/2024 8:08am

General Information

* First: STU 1 Middle:

* Last: TEST Suffix:

Birthday: 01/01/2007 Gender: Male

Other Name:

Language: ENGLISH Race:

☐ Do you have internet access?

☐ Do you have a device to access eLearning material?

Method of Instruction:

Home Phone: 312-593-1467 Ext:

Ext:

School Email: studesam002@jasmorton.org Home Email:

Birth County:

Birth State:

Birth Country:

Allow Publication of Student's Name for: ?

Military: Yes

Higher Ed: Yes

Public: Yes

District: Yes

Media: No

Edit Step 1a

District Message

1. Verify Student Information

a. Student Information

b. Family Address

c. Family Information

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Previous Step

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Close and Finish Later



Part 2

Step-by-Step Walkthrough

1a. Student Information



Verify that all prepopulated information is correct.

Correct any errors you can. For errors you can't correct (e.g. Birthday), contact your school's office.

Field Instructions:

- **Other Name:** If your student goes by a nickname (e.g. Chris for Christopher), enter it here.
- **Home Phone:** Enter your or another guardian's **cell phone number**.

Step 1a. Verify Student Information: **Student Information** (Required) Undo

General Information

* First:

* Last:

Birthday:

Other Name:

Language:

☐ Do you have internet access?

☐ Do you have a device to access eLearning material?

Home Phone: Ext:

Ext:

School Email:

Birth County:

Birth State:

Birth Country:

Middle:

Suffix:

Gender:

Race:

Allow Publication of Student's Name for:

Military:

District:

Higher Ed:

Media:

Public:

1b. Family Address



Verify or update your current address.

Field Instructions:

- **Street Name:** Start typing your street name, then select the appropriate choice from the dropdown (see example below).

Step 1b. Verify Student Information: **Family Address**
(Required)

UndoUndo Change Requests

Address [Preview Address](#)

Street Number: 5500

Street Dir: W

Street Name: 22nd s

SUD: APT ▾

#: 2

P.O. Box: 22ND ST
22ND STREET

Address 2:

Zip Code: 60804

Plus 4:

City/State: CICERO, IL

Complete Step 1b Only

Complete Step 1b and move to Step 1c

1c. Family Information



Verify or update your personal information.

Field Instructions:

- **Primary Phone:** Enter a **cell phone number**.
- **Relationship:** Start typing your relationship to your student, then select the appropriate choice from the dropdown (see example below).

Step 1c. Verify Student Information: **Family Information**
(Required)

UndoUndo Change Requests

Guardian
Number: 1

Name: GUARDIAN NAME

☒ Custodial

Relationship:

Home Email: com

Primary
Phone:

Ext:

Ext:

Complete Step 1c Only

Complete Step 1c and move to Step 1d

1d. Emergency Information



Verify or update your child's emergency information.

Field Instructions:

- **Insurance:** Enter your provider name (e.g. Blue Cross Blue Shield).
- **Policy:** Enter your member/subscriber ID.

Step 1d. Verify Student Information: **Emergency Information**
(Required)

Undo

☐ Critical Alert Information

Last Name, First

Physician:

Dentist:

Hospital:

Insurance:

Policy:

Complete Step 1d Only

Complete Step 1d and move to Step 1e

1e. Emergency Contacts



Verify or update your child's emergency contacts.

Parents/guardians cannot serve as emergency contacts. Provide up to 3 additional people who can be contacted if a parent/guardian is unavailable during an emergency.

Field Instructions:

- **Pick Up:** This field defaults to **Yes**, meaning the contact has permission to pull your student out of school. If you do not want to grant this permission, select **No**.

Step 1e. Verify Student Information: Emergency Contacts
(Required)

[Add Emergency Contact](#)

Contact Number: Primary Phone: Ext:

First:

Middle:

Last:

Relationship:

Pick Up:

Comment:

[Complete Step 1e Only](#) [Complete Step 1e and move to Step 1f](#)

1f. Health Information



Verify or update your child's health information.

If you have filled out this form in the past, your prior responses will appear below each field.

Step 1f. Verify Student Information: **Health Information**
(Required)

Undo

Health Problems:

GUARDIAN NAME 02/14/2024 1:25 PM

1

Allergy Notes:

GUARDIAN NAME 02/14/2024 1:25 PM

2

Medication Notes:

GUARDIAN NAME 02/14/2024 1:25 PM

3

2. Student Health Form



If you have never completed a Student Health Form for your student, a popup will ask if you would like to complete one now. Click **Yes**.

If you completed a Student Health Form for a previous year's registration, select the form and click **Edit**.

Step 2. Student Health Form (Required)

View Full Screen

Add

Edit

Delete

There are no records to display; check your filter settings.

Skyward

The form has not yet been completed.

Would you like to complete it now?

Yes No

0 records displayed

Step 2. Student Health Form (Required)

View Full Screen

Date Created ▼	Time Created	Additional Info	ADHD	ADHD	Add
03/14/2023	1:49 pm				Edit

Delete

2. Student Health Form



Verify or update your child's health information.

This form allows you to provide a **more detailed health record** than you did in the previous step.

If you answer **Yes** to answer to a question, please add a comment with additional context.

STUDENT HEALTH RECORD

Does your child have any of the following medical conditions? If **YES**, please add a comment with additional context (e.g. list of medications with dosage, dates of major surgeries, etc.).

Medical Condition	Yes/No	Comment
Allergies	<input type="text" value="v"/>	<input type="text"/>
Medications	<input type="text" value="v"/>	<input type="text"/>
Asthma	<input type="text" value="v"/>	<input type="text"/>
Birth Defects	<input type="text" value="v"/>	<input type="text"/>
Developmental Delay	<input type="text" value="v"/>	<input type="text"/>
Tuberculosis (disease or positive skin test)	<input type="text" value="v"/>	<input type="text"/>

3. Sibling Information



This form links your child to their siblings in the district, allowing you to view them all from **one parent/guardian Skyward account**.

If your child has siblings that attend **any school in the J. Sterling Morton District**, enter their full name and Morton ID#.

If your child **does not** have siblings in the J. Sterling Morton District, leave this form **blank**.

SIBLING INFORMATION

For the student listed above, please enter the name and ID number of any siblings that attend a school in J. Sterling Morton High School District 201. This information will be used to link students and families within the Skyward system. If the student does not have any siblings within the District, leave the fields blank and continue onto the next step.

NOTE: A Morton ID# has exactly 6 digits.

Sibling Full Name	Morton ID#
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

4. Acknowledgment Form



This form outlines various district policies, such as those involving the Student/Parent Handbook.

Click **Add** to start a new Acknowledgment Form, even if you have past forms visible.

The form has **multiple sections**, each of which **requires a signature**.

View Full Screen

Date Created ▼	Time Created	AUP Date	AUP Date spa	Date of /	Add
05/31/2022	12:10 pm	05/31/2022	05/31/2022	05/	Edit
06/24/2020	2:27 pm	05/31/2022	05/31/2022	05/	Delete

ACKNOWLEDGMENT OF HANDBOOK RECEIPT

The Student/Parent Handbook is an online document and can be accessed anytime at [this link](#) or by navigating the [district website](#). It is understood that not all households have access to internet. For those families who do not have internet access, a hard-copy of the handbook can be obtained from the student's school office. **IT IS THE RESPONSIBILITY OF THE PARENT OR STUDENT TO OBTAIN THE STUDENT/PARENT HANDBOOK FROM THE STUDENT'S SCHOOL OFFICE.** Please read this acknowledgment and answer the following questions.

I/We agree to access the Student/Parent Handbook through the J. Sterling Morton High School District 201 website:

I/We we would like a hard-copy of the Student/Parent Handbook. I/We acknowledge that we are responsible for picking it up in our student's school office:

5. School-Parent Compact



Click **Add** to start a new School-Parent Compact, even if you have past forms visible.

This form outlines your rights as a parent and the district's responsibility in ensuring those rights.

Read through the form, then provide your **signature**.

[View Full Screen](#)

Date Created ▼	Time Created	AUP Date	AUP Date spa	Date of /
05/31/2022	12:10 pm	05/31/2022	05/31/2022	05/
06/24/2020	2:27 pm	05/31/2022	05/31/2022	05/

[Add](#)
[Edit](#)
[Delete](#)

School-Parent Compact

J. Sterling Morton High School District 201 and the parents of the students participating in activities, services, and programs funded by Title I - Every Student Succeeds Act (ESSA) agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:

- The curriculum is relevant to students and the community; is challenging, integrated, comprehensive; and provides opportunities to develop the skills and knowledge for employability and/or higher education.

6. Military Connected



This form is used to identify students with family in the **military**.

If you answer **yes** to the first question, complete the table that follows.

If you answer **no** to the first question, leave the table blank.

MILITARY CONNECTED FORM			
Is a legal guardian of your student a member of the Armed Forces or National Guard on full-time training duty, annual training duty, or active military service?			
			<input type="text"/>
If YES, complete the table below. If NO, leave the table below blank.			
FAMILY INFORMATION			
List any legal guardians who are connected to the US military. A legal guardian is a person who has the legal authority to care for the property and personal interest of a child.			
Relationship to Student	Date Enlisted	Branch	Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

7. College Board Consent



Your child will take **at least one** College Board assessment this school year (PSAT, SAT, etc.).

This form covers what College Board **can** and **cannot** do with your child's scores.

Read through the form, then **choose whether to opt into** College Board's services.

PARTICIPATION IN COLLEGE PLANNING OPTIONS CONSENT FORM

Your child will participate in one of the SAT® Suite of Assessments on a school day—SAT®, PSAT/NMSQT®, or the PSAT™ 10. The purpose of this form is to explain the information your student will be required to provide and the options available to your student related to their free SAT score sends, Student Search Service®, and the student questionnaire.

I give consent for my child to opt in to Student Search Service and to participate in the student questionnaire:

Parent Signature:

Test Parent

Date:

6/24/2020

8. Document Uploads



This form allows you to upload required documents.

This form is only required for **incoming freshmen and new students**. It may not appear to returning students.

Only upload PDF documents.

Residency proofs are required for all incoming freshmen and March/April which indicates if this is required for your student) submit your residency proofs here.

Se requieren pruebas de residencia para los estudiantes entr correo de marzo/abril que indica si esto es necesario para su residencia aqui.

Birth Certificate:	<input type="button" value="Choose File"/>	No file chosen
Dental Record:	<input type="button" value="Choose File"/>	No file chosen
Guardianship:	<input type="button" value="Choose File"/>	No file chosen
Immunization Record:	<input type="button" value="Choose File"/>	No file chosen
Physical Form:	<input type="button" value="Choose File"/>	No file chosen
Residency Proof - A:	<input type="button" value="Choose File"/>	No file chosen
Residency Proof - B:	<input type="button" value="Choose File"/>	No file chosen
Residency Proof - C1:	<input type="button" value="Choose File"/>	No file chosen
Residency Proof - C2:	<input type="button" value="Choose File"/>	No file chosen

Residency Proof



District 201 has contracted with the CLEAR system to electronically verify residency.

Families who cannot be electronically verified will be contacted with directions to submit proof of residency.

If you need to submit proof of residency, you must upload four documents from specific categories. **See the next slide for an overview of each category.**

Residency proofs are required for all incoming freshmen and March/April which indicates if this is required for your student) submit your residency proofs here.

Se requieren pruebas de residencia para los estudiantes entr correo de marzo/abril que indica si esto es necesario para su residencia aqui.

Birth Certificate: No file chosen

Dental Record: No file chosen

Guardianship: No file chosen

Immunization Record: No file chosen

Physical Form: No file chosen

Residency Proof - A: No file chosen

Residency Proof - B: No file chosen

Residency Proof - C1: No file chosen

Residency Proof - C2: No file chosen

Residency Proof



	Category A	Category B	Category C
Required Number	<ul style="list-style-type: none">• 1 document	<ul style="list-style-type: none">• 1 document	<ul style="list-style-type: none">• 2 documents (order doesn't matter)
Required Features	<ul style="list-style-type: none">• Guardian name• Current address	<ul style="list-style-type: none">• Guardian name• Current address	<ul style="list-style-type: none">• Guardian name• Current address• Dated within last 30 days
Acceptable Documents	<ul style="list-style-type: none">• State-issued driver's license• State-issued ID card• Government-issued photo ID• Photo ID issued by a foreign consulate	<ul style="list-style-type: none">• Real estate tax bill• Mortgage statement• Signed current lease (including landlord's contact information)• Agreement of sale• District 201 Residency Attestation (available online)	<ul style="list-style-type: none">• Home, renter, or auto insurance bill• Utility bill• Bank or credit card statement• Paycheck stub• Vehicle registration• Letter from federal/state agency• Post office Change of Address form• Voter registration card• City parking sticker receipt

9. Fee Acknowledgement



This form discusses registration fees that will be billed at the start of next school year.

Read through the form, then provide your **signature**.

FEE ACKNOWLEDGMENT

This message is to notify you that at J. Sterling Morton High School District 201, student registration and technology fees are posted during the next school year. Although payment is **NOT** due at this time, students and parents should expect the following fees to be added to their account once school starts in the fall:

- **Registration Fee**
- **Technology Fee**

Please Note: If registration is completed after June 30th, a late registration fee of \$50 may also apply. Dependent on class selection, programs, or activities, other fees not listed here may also apply.

By signing below, you acknowledge that you are aware of the registration and technology fees.

Parent/Guardian Signature:

Date:

10. Complete Online Registration



The final step allows you to review any corrections you made to your child’s account.

Once you have **completed every step**, click **Submit East Online Registration 2024-2025** at the bottom of the screen.

If there are steps you did not yet mark complete, you will not be able to submit.

Step 10. Complete East Online Registration 2024-2025 (Required)
By completing East Online Registration 2024-2025, you are confirming that the Steps below have been finished. Are you sure you want to complete East Online Registration 2024-2025 for STU 1?

Review East Online Registration 2024-2025 Steps

Step 1)	Verify Student Information	Completed 03/01/2024 8:16am
<i>No Requested Changes exist for Step 1.</i>		
Step 2)	Student Health Form	Completed 03/01/2024 8:16am
Step 3)	Sibling Information	Completed 03/01/2024 8:16am
Step 4)	Acknowledgment Form	Completed 03/01/2024 8:16am
Step 5)	School-Parent Compact	Completed 03/01/2024 8:16am
Step 6)	Military Connected	Completed 03/01/2024 8:16am
Step 7)	College Board Consent	Completed 03/01/2024 8:16am
Step 8)	Document Uploads	Completed 03/01/2024 8:16am
Step 9)	Fee Acknowledgment	Completed 03/01/2024 8:16am

Guardian Name: GUARDIAN NAME

Guardian Address: 1 ZZZ
CICERO, IL 60804


Submit East Online Registration 2024-2025

Congratulations!



When you see this screen, you have **fully completed** online registration.

You will also receive an **email confirmation** of your successful completion.

Home	STU 1 (J.S. Morton East High School 2024-2025)
East Online Registration 2024-2025	 East Online Registration 2024-2025 was successfully completed and submitted to the district for STU 1 on Fri Mar 1, 2024 8:48am by GUARDIAN NAME.
Online Forms	Go back to review completed steps
Calendar	Mark East Online Registration 2024-2025 as not completed and make changes