

## Judson ISD Registration Guide Returning Families

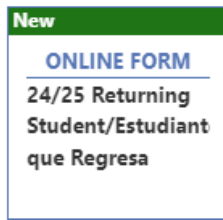
### Registering a Returning Student Step by Step

1. From the main registration page, click **RETURNING STUDENTS** at the bottom of the screen. If you have new siblings that you want to enroll, you will be able to enroll them using the same account. (See page 3)

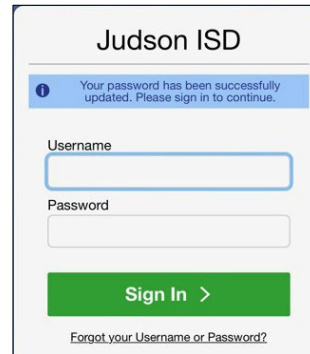


*You can also access the Returning Student/Estudiante que Regresa registration directly from the Family Portal.*

3. Click on the 24/25 Returning Student Estudiante que Regresa icon to begin registration.



2. Enter your username and password in the screen below.



Judson ISD

Your password has been successfully updated. Please sign in to continue.

Username

Password

Sign In >

[Forgot your Username or Password?](#)

*If you cannot remember your username or password, click on the [Forgot your Username or Password](#) under the Sign In tab.*

4. You will be prompted to the Instructions screen. Click on START to complete the registration process.



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5. You will be asked to complete several steps throughout the registration process. At the end of each step there will be **Previous** and a **Complete & Next** tab.



6. In the Steps, there will be places where you will be asked to download a document. These are documents that provide you with important information.

**DOWNLOAD FILE**

An explanation of distributing student release information.  
Una explicación de la distribución de información de liberación de estudiantes.

**Distribution of Student Information / Distribución de información del estudiante** Download

7. In the Steps, there will be places where you will be asked to upload documents such as a birth certificate, proof of residency, driver's license/ID and other items.

**UPLOAD FILE**

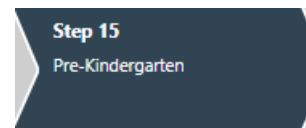
Upload Birth Certificate here /Subir acta de nacimiento aquí; Upload

8. In the Steps, there will be places where you will be asked to provide your signature. Check the "I Agree" box to electronically provide your signature.

\*I Agree

Signed By

9. Judson ISD offers Pre-K 3 and Pre-K 4 to eligible students. Please make sure you upload the proper documentation requested to determine eligibility.



10. Once you have completed all the steps, you will be asked to review your information prior to submitting your registration.

**Review**

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Electronic Signature

I confirm that all of the above information is correct to the best of my ability.

Previous
Submit Form

11. Your registration packet will be submitted to the school registrar to verify the information you provided. You will receive an email once your application has been reviewed and approved.

**THANK YOU!**

Thank you for completing the online registration. Your child has been registered but is not enrolled until all the forms and documents have been verified. Please make sure to upload all the required documents to avoid delaying your student's enrollment. You will receive an email confirmation once your registration has been accepted. The school may contact you to request original documents or any other information that is required for verification.

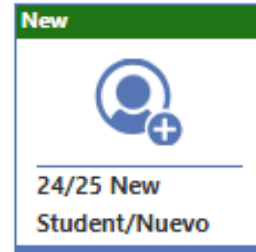
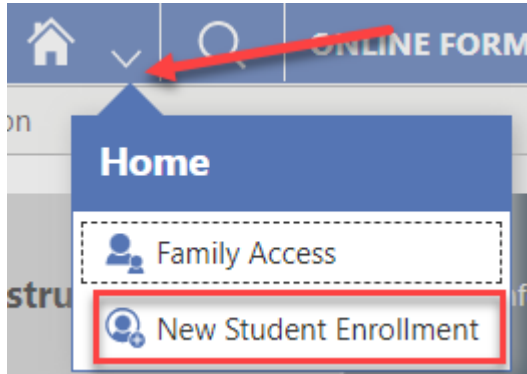
Gracias por completar el registro en línea. Su hijo ha sido registrado pero no está inscrito hasta que se hayan verificado todos los formularios y documentos. Asegúrese de cargar todos los documentos requeridos para evitar retrasar la inscripción de su estudiante. Recibirá una confirmación por correo electrónico una vez que se haya aceptado su registro. La escuela puede contactarlo para solicitar documentos originales o cualquier otra información que se requiera para la verificación.

To return to the dashboard, click [here](#)

### Registering a New Sibling of a Currently Enrolled Student

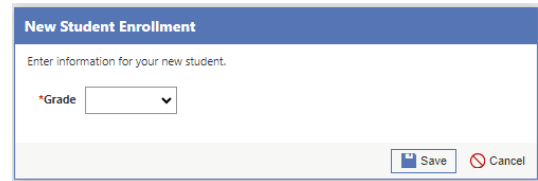
1. Go to the Home button at the top of the Family Access page. Click on the down arrow and choose **NEW Student Enrollment**.

2. Click on the 24/25 New Student/Nuevo icon to begin registration. (*New registration will open on May 20, 2024*)



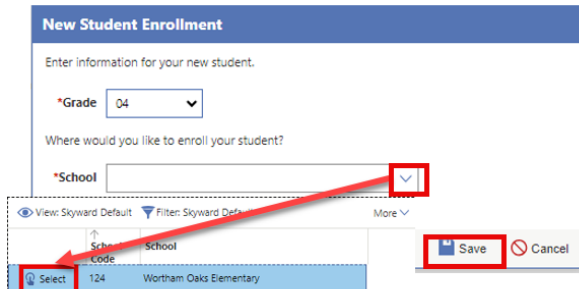
3. You will be prompted to the Instructions screen. Click on the green **START** button to begin the registration process.

4. Next, you asked to enter a grade level.



5. Once you select the grade level, a school will be visible in the drop-down menu based on the grade you selected and your address boundary. Click on the **Select** button to choose the campus and then click **Save**.

6. Follow Steps 5-11 of the Returning Students guide shown on pages 1 and 2.





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