Boerne ISD Enrollment & Registration
Frequently Asked Questions

Q: What is Skyward?

A: BISD uses the Skyward application as its school management software. Parents and guardians create a Skyward account and can access information for each of their students using their Skyward account. That includes checking student grades, attendance, cafeteria funds, and other important school-related information. Creating a Skyward account and enrolling your student is the first step to having access to their information using this management tool.

Q: What do I need before I begin?

A: Returning students need physical forms for sports. New students need Parent/Guardian Photo ID (with current physical address), Documentation of Child's Date of Birth (Birth Certificate, Hospital Certificate, Adoption Records or Military ID), student's Social Security Card, Immunization Records, current Proof of Residency, and last attended school information.

Q: Why do I need to go through the enrollment process for a returning student?

A: To verify student information already present in Skyward and to be made aware of updated policies and procedures in the district.

Q: What will I be able to accomplish during online registration?

A: You will be able to enroll new or returning students, see important initiatives in our district and learn how to become involved with campus PTOs, the Boerne Education Foundation, and Athletic Boosters.

Q: What is the timeline for online registration?

A: Online Registration will open beginning in March for the upcoming school year. Families may enroll after that anytime the rest of the current school year.

Q: How do I enroll a Pre-K or Kindergarten student?

A: Pre-K and Kindergarten Round-Up registration is done In-Person/Online. That means beginning the process online and then following-up with the campus registrars to complete the process at every district campus during regular campus hours. Additionally, please check with your individual campuses for additional or extended Pre-k and Kindergarten registration hours. Registrars can also show families how to use the Skyward application on their personal computers and phones for continued access.

Q: When I register my student at a campus, are they guaranteed to attend that campus?

A: Due to district rezoning, enrolling in a campus does not ensure your student will attend that campus. Registrars will follow up with families once the registration process is complete and their campus is confirmed

Q: How do I know if my student qualifies for Pre-K?

After families enroll their Pre-K student, they will be contacted by the campus registrar to verify the student meets the criteria for Pre-K services before registration is complete. Again, be advised students may not attend the campus where the registration took place.

Q: How do I enroll my returning student/students?

A: To enroll your returning student for the new school year please log into your existing Skyward Family Access Account and navigate to the clipboard icon titled "Returning Student ".

Q: How do I enroll as a parent/guardian who has never had a student in the district?

A: You will first need to create a Skyward Account using the link on the district's main website and all official social media pages (Facebook, Twitter, and Instagram). After creating your account you will need to complete the "Next School Year Enrollment" Form. You will use the same newly created Skyward account for every student you need to enroll in the district. Please follow the pictured instructions titled "How to Enroll a Student" to help you create a parent account and add students.

Q: I have an existing student in the district and I need to add a new student. Do I need to create a new Skyward Account?

A: No, you will need to add the new student to your existing Skyward account. To do this, sign into Skyward, click the drop-down menu next to the Home Icon and select "New Student Enrollment". Be sure to click on the tile called "Next School Year Enrollment" to enroll a new student. Do this for every

student you need to add to your account.

Q: Is it possible to begin the process, save my work and come back later to complete the registration?

A: Yes, the registration saves automatically. Be sure to navigate to the "Complete & Next" icon to save the work on your current page.

Q: What if I do not have a computer or internet access?

A: The district has public computers stationed in the lobby of Central Office at 235 Johns Road. The district will also hold an Online Enrollment Event at our two high school's computer labs. District employees will be at this Open House to answer questions and problem solve issues with registration. As a last resort, hard copies are available from the campus registrar.

Q: What if my student participates in a special program? For example: Gifted and Talented, Dual Language, LEP, ESL or receiving accommodations under SPED, 504, IEP.

A: Please make sure to select the appropriate fields in the online registration form, mention to school personnel, and/or bring copies of the documents (if available)

Q: Am I able to enroll a new or returning student using my mobile phone and the Skyward application?
A: We recommend that you do not complete this process using a mobile phone. Desktop computers are available in the main lobby of the BISD Central Office (235 Johns Road) that you may use during normal business hours. You may contact your campus registrar if you experience a problem or do not see the necessary icons on your account. Should you have any questions or problems please contact your campus to schedule an appointment to complete the forms. Registrars will be gone during the summer months but will be available to help again after the summer break. If there is an emergency issue contact Central Office at (830) 357-2000.

Q: How long do I have to complete registration?
A: In-person registration can be completed only during regular school office hours. Online registration or enrollment can be completed at anytime. Remember, your application will display "in-progress" until you select the SUBMIT button at the end of the application process.

Q: Who do I contact if I am experiencing problems enrolling online?
A: Every campus has its own campus registrar who is trained and ready to answer specific student questions. If the registrar is unable to solve a particular problem they will relay the issue to the correct person who can best find a solution. Registrars will be gone during the summer months but will be available to help again after the summer break. If there is an emergency issue contact Central Office at (830) 357-2000.