



# Gid Itilizatè Enskripsyon Paran

Mizajou Novanm 2024

## Apèsi sou lekòl la

Lekòl Piblik Ewing yo itilize sistèm enfòmasyon ak jesyon elèv Genesis pou anrejistre epi swiv done elèv yo. Genesis se yon sistèm konplè ki pèmèt edikatè yo ak administratè yo jere dosye elèv yo yon fason efikas ak pratik ki gen ladan men pa sèlman nòt ak prezans yo. Apre w fin ranpli enskripsyon elèv ou a, w ap resevwa yon imèl otomatik ki soti nan GENESIS ke Kont Aksè Paran ou te aktive. Kont sa a se yon fason san danje epi an sekirite pou wè dosye elèv sa yo pou ane lekòl aktyèl la. Kèk paj ou ka wè nan kont aksè paran ou genyen ladan yo prezans, enfòmasyon sou otobis, liv nòt, balans manje midi, kanè, fòm pou ranpli, ak plis ankò.

Genesis Online Enskripsyon Portal (<https://genesis.ewingboe.org/genesis/openReg>) itilize pou kolekte enfòmasyon debaz sou elèv ou (s) bezwen pou konplete enskripsyon an. Enfòmasyon sa yo ap ede w ranpli pwosesis enskripsyon an lè l sèvi avèk Pòtal Enskripsyon an Entènèt Genesis.

## Anvan ou kòmanse:

Asire w ou genyen tout enfòmasyon ki disponib anvan ou kòmanse:

- Batistè elèv la
- ID foto paran/gadyen
- Yon (1) prèv pwopriyetè kay/lwaye
- 4 Prèv adrès (ki gen dat nan 30 dènye jou yo)
- Dosye Vaksinasyon Elèv la ak Fizik ki gen dat nan dènye ane a
- Dosye Edikasyon Espesyal tankou evalyasyon Ekip Etid Timoun ak IEP elèv (si sa aplikab)
- Dokiman gad tribinal (si sa aplikab)

Ou ka jwenn yon lis plis detay sou kondisyon pou enskripsyon ak rezidans sou paj enskripsyon sou sitwèb distri nou an: <https://www.ewing.k12.nj.us/site/Default.aspx?PageID=131>

**SIJESYON ITIL:**



ESKANE OSWA PRAN YON FOTO TOUT DOKIMAN KI NESESÈ YO EPI SOVE YO NAN YON KATAB SOU APARÈY OU AN ANVAN OU KÒMANSE PWOSESIS ENSKRIPSYON AN SOU ENTÈNÈT NAN PÒTAL JENÈZ LA.

# Anrejistre Elèv ou a

Pou kòmanse pwosesis enskripsyon an, vizite sitwèb Ewing Public Schools nan [www.ewing.k12.nj.us](http://www.ewing.k12.nj.us). Klike sou tab ENFÒMASYON DISTRI a, klike sou ENSKRIPSYON epi klike sou lyen Jenèz la nan ETAP 3 sou Paj Enskripsyon an.

1. Pou kòmanse yon NOUVO enskripsyon, klike sou imaj la jan enstriksyon yo

**Ewing Public Schools On-line Registration** Select Language

**Welcome to On-Line Registration**

Due to COVID-19, all registrations will be completed online. All supporting documents must be attached to your child's registration in PDF format and will be reviewed by the district Registrar and the Residency Officer.

Photos of documents are NOT acceptable.

We recommend downloading the Adobe Scan App to your mobile device which will allow you to take a photo of your documents and convert them to a pdf if you do not have access to a scanner.

**\*\*Registration will not be completed if any required fields or documents are missing\*\***

Once your child's registration is complete and has been approved by Central Registration, you will receive a confirmation email.

For security purposes; please click on the **Airplane** in order to proceed.

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2. Kreye yon kont Jenèz tanporè ak imel ou ak yon modpas ou pral sonje. Lè w kreye yon kont, ou ka sove enfòmasyon w yo epi konekte w pou w mete enfòmasyon yo ajou oswa telechaje lòt dokiman.

SA A SE PA KONT AKSÈ PARAN OU. OU P AP KAPAB JWENN AKSÈ NAN KONEKSYON SA A ANKÒ YON FWA BIWO ENSKRIPSYON SANTRAL LA FIN ENSKRIPSYON ELÈV OU A.

In order to continue Open Registration please fill in the information below to create an account. Accounts are active until all students in the Open Reg Package are registered, then it will be deactivated.

Email:

Password:

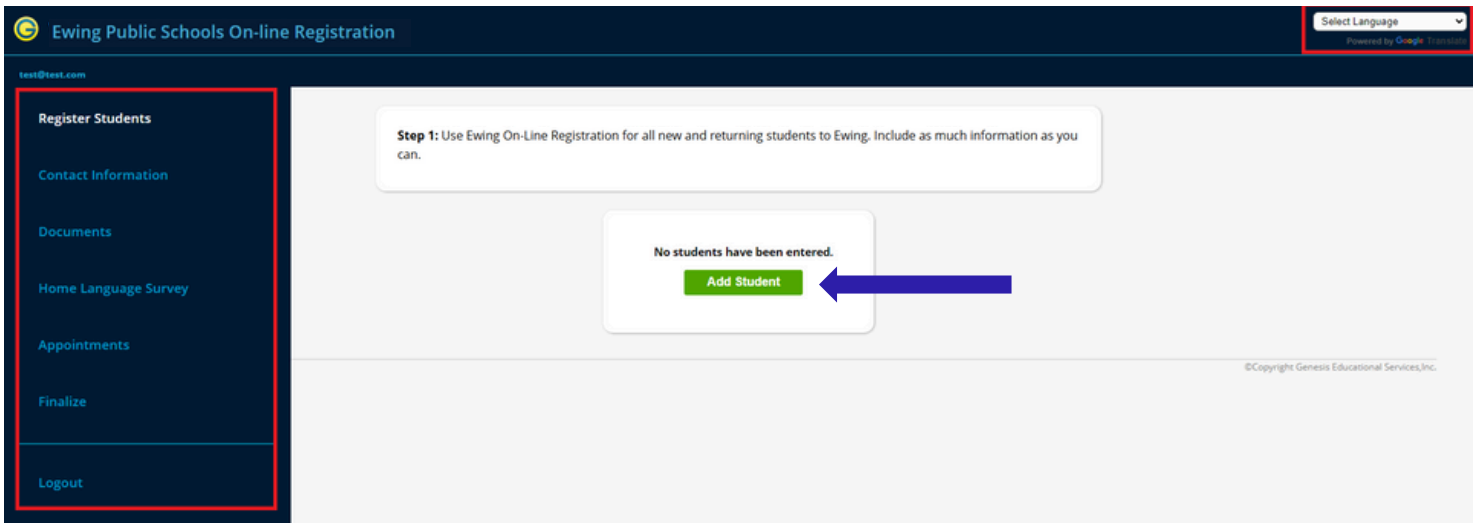
Confirm Password:

**Register**

**Log into Existing Account** **Reset Password**

Cancel

3. Apre ou fin kreye kont ou, ou pral rankontre ak ekran ki anba a. Meni navigasyon ou a sou bò gòch ekran ou a. Pandan w ap pwogrese nan enskripsyon an, chak seksyon nan meni sa a pral make pou montre si wi ou non li te konplete. Sèvi ak bwat wouj ki anlè anlè adwat ekran ou a pou tradui Pòtal Paran Jenèz la.



4. Klike sou 'Ajoute Elèv' epi antre non ak enfòmasyon elèv la egzakteman jan li parèt sou batistè oswa paspò a. Antre tout enfòmasyon yo mande yo nan chak seksyon: Lekòl, Enfòmasyon Elèv, Minisipalite, Nesans, Imigrasyon, Lang, Militè, Sante, Kesyon Lòt.

5. Jaden obligatwa yo make ak yon asterisk (\*). Yon fwa ke tout jaden obligatwa yo fin ranpli, klike sou 'Ajoute Elèv' nan pati anba ekran an.

I understand that falsification of residency is a disorderly person's offense and grant permission to the school district to access my records for address confirmation with the following: my employer, my landlord.

By selecting Yes you are confirming you have read and agree to this statement.

Please note that the school must review all academic records to determine appropriate placement. Enter name of legal guardian completing registration to acknowledge understanding of this statement.

Buttons: Cancel, Add Student (with a blue arrow pointing to it)

6. Si ou gen plis elèv pou anrejistre, klike sou 'Ajoute yon lòt elèv'. Si ou pa, klike sou 'Avans nan pwochen ekran'.

Students who you have entered						
Status	Last	First	Middle	DOB	Age	
Proceed	1. lastname	firstname		10/1/2010	14	<a href="#">Modify Student</a> <a href="#">Remove Student</a>

[Add Another Student](#) (with a blue arrow pointing to it)

If you have entered all of your students, then click the 'Next Screen' button below

[Advance to Next Screen](#) (with a blue arrow pointing to it)

**SI OU PA T RANPLI TOUT JADEN OBLIGATWA POU ELÈV OU A, YO PRAL MAKE ESTATI ENSKRIPSYON OU A KÒM "CHAN KI MANKE" SOU EKTRAN SA A.**

Students who you have entered						
Status	Last	First	Middle	DOB	Age	
Missing fields	1. lastname	firstname		10/1/2010	14	<a href="#">Modify Student</a> <a href="#">Remove Student</a>

[Add Another Student](#)

## TÈN KI MANKE YO PRAL MAKE AN WOJ.

### Birth

Date of Birth:\*  Age:

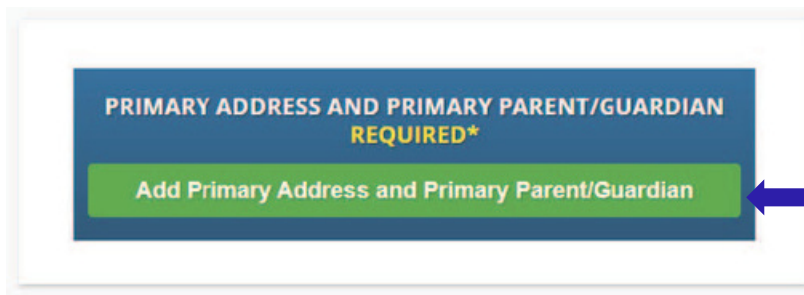
Refuse release of birthplace information:

City of Birth: \*

State of Birth: \*

Country of Birth:\*

7. Apre w ap antre enfòmasyon sou gadyen legal ak kontak ijans. Lis tout adrès ou ta renmen voye lèt distri a. Premye/gadyen prensipal la dwe se Gadyen legal la epi rete nan rezidans legal la.



8. Ajoute adrès prensipal ak nimewo telefòn elèv la ak paran/gadyen nan adrès sa a. Lè fini, klike sou 'Ajoute kontak'.

### Adding 1st Guardian Contact

**Section 1: Add the Student's Primary Address**

House #:\*

Street Name:\*  Override:

Apt #:

City:\*

State:\*

Zip Code:\*

County:

**Section 2: Guardian at Primary Address**

First Name:\*

Last Name:\*

Relationship to Student:\*

Primary Phone:\*  Home

Additional Phone:  Home

Additional Phone 2:  Home

Primary Email:\*

CHWAZI NON EWING STREET OU NAN MENI DEROULANT LA. VIL, ETA AK KONTE YO YO TOUT AP RANPLYE OTOMATIK POU OU.



9. Revize Gadyen ou te antre yo epi ajoute nenpòt lòt Gadyen oswa kontak ou ta renmen mete, sitou yon kontak ijans si yo pa ka jwenn ou. Yon fwa ke tout Gadyen yo ak Kontak Ijans yo te antre, klike sou

'Avans nan pwochen ekran'

REMAKE BYEN KE "GADYEN" VLE DI YON MOUN YON TRIBINAL KI GEN JIRIDIKSYON KONPETAN TE AKÒDE GADYEN OSWA GAD YON TIMOUN, DEPI YON LÒD POU GAD REZIDANSYÈL YO BAY DWA POU YON TIMOUN ALE NAN LEKÒL NAN DISTRI ESKOLÈ GADYEN REZIDANSYÈL LA ANBA YON SIPOZISYON REFUTABL KE TIMOUN NAN AKTYÈLMAN AP VIV AK GADYEN SA A; SA VLE DI TOU DEPATMAN TIMOUN AK FANMI POU REZON N.J.S.A. 18A:38-1(E).

Guardians				
TYPE	TITLE	FIRST NAME	LAST NAME	PRIMARY PHONE
✓ Guardian 1	Ewing	Schools		609-538-9800

[Add new](#) [Edit Contact](#)

#### EMERGENCY CONTACTS (REQUIRED \*)

None (Required to Continue)

[Add new](#)

Omwen YON KONTAK IJANS OBLIJE POU SOUMI ENSKRIPSYON OU. GADYEN AK KONTAK IJANS LA PA DWE MENM MOUN.

#### ADDITIONAL CONTACTS

None

[Add new](#)

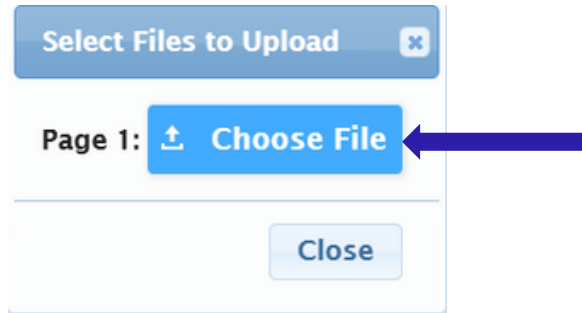
If you have entered all required contact information, click 'Next Screen' button below

[Advance to Next Screen](#)

10. Telechaje dokiman enskrripsyon ki nesesè yo. Klike 'Chwazi Docs...'

[Select Docs...](#)

Lè sa a, klike sou 'Chwazi dosye' pou jwenn dosye a sou aparèy ou an.

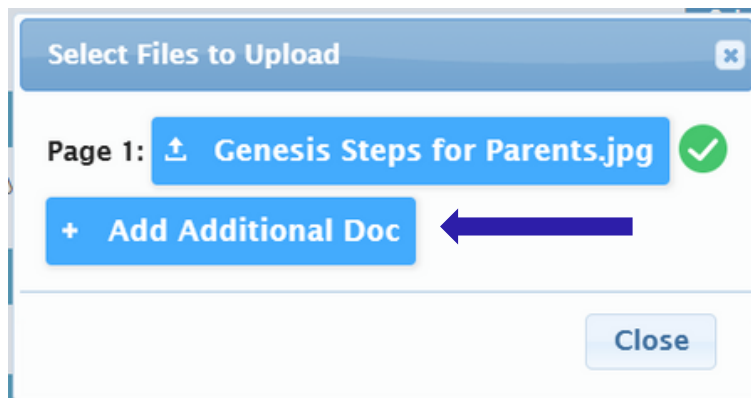


Dokiman ki nesèsè yo pral endike ak yon 'Wi' vèt. Si w te chwazi yon dokiman nan aparèy ou an, w ap wè mo 'Modifye' an wouj anba bouton 'Chwazi Docs...!'.

#### Documents for Ewing Schools

Description	Required
REGISTRATION GUIDANCE/MAIN OFFICE INFO	
Student's Birth Certificate	Yes <span style="border: 1px solid green; border-radius: 50%; padding: 2px;">Yes</span> <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">Modified</span> <span style="border: 1px solid blue; border-radius: 5px; padding: 2px;">Select Docs...</span>
REGISTRATION GUIDANCE/MAIN OFFICE INFO	
Custody Paperwork confirming Residential Custody or Notarized Letter from Second Parent Not Residing with Student	<span style="border: 1px solid red; border-radius: 5px; padding: 2px;">Modified</span> <span style="border: 1px solid blue; border-radius: 5px; padding: 2px;">Select Docs...</span>
REGISTRATION GUIDANCE/MAIN OFFICE INFO	
Transfer Card from Previous School	<span style="border: 1px solid blue; border-radius: 5px; padding: 2px;">Select Docs...</span>
REGISTRATION GUIDANCE/MAIN OFFICE INFO	
Most Recent Report Card	<span style="border: 1px solid blue; border-radius: 5px; padding: 2px;">Select Docs...</span>
REGISTRATION GUIDANCE/MAIN OFFICE INFO	
Most Recent 504 Plan	<span style="border: 1px solid blue; border-radius: 5px; padding: 2px;">Select Docs...</span>
REGISTRATION GUIDANCE/MAIN OFFICE INFO	
Parent/Guardian State Drivers License, State ID or Passport, Photo ID	Yes <span style="border: 1px solid blue; border-radius: 5px; padding: 2px;">Select Docs...</span>
REGISTRATION GUIDANCE/MAIN OFFICE INFO	

Si w gen plizyè fichye pou w telechaje nan yon seksyon patikilye, klike sou 'Ajoute Lòt Doc' sou seleksyon an.





Anvan w avanse nan pwochen ekran an, asire w ke ou klike sou 'Télécharger Dokiman yo' nan pati anba a nan paj la. Ou pral konnen dokiman ou yo te telechaje avèk siksè si bouton 'Chwazi Docs...' vin tounen yon bouton 'Edit Docs...' epi gen yon mak vèt (✓) nan chak ranje ou te chwazi dokiman pou yo.

The screenshot shows a registration form with three rows of document requirements. Each row has a 'CONFIDENTIAL REGISTRATION INFO' header, a description, a status indicator, and an 'Edit Docs...' button. The first row is completed with a green checkmark. Below the rows is an 'Upload Documents' button, followed by a message: 'If you have uploaded all of your documents please click the Next Screen button below'. A green 'Advance to Next Screen' button is shown with a blue arrow pointing to it from the right.

CONFIDENTIAL REGISTRATION INFO	Status	Action
Please provide Four(4) Items with your name and address for proof of residency	Yes	Edit Docs... ✓
Host Affidavit Paperwork, Signed and Notarized		Select Docs...
Applies to Renters without an updated Lease or Host Families residing with a renter		Select Docs...

Upload Documents

If you have uploaded all of your documents please click the Next Screen button below

Advance to Next Screen ←

Si w bezwen chanje nenpòt nan dokiman ou telechaje yo, klike sou 'Edit Docs...' epi klike sou 'Retire Fichye'.

The screenshot shows a window titled 'Registration Guidance/Main Office Info'. It displays a document 'REGGUID-11.jpg' with an 'Add' icon and a 'Remove File' button. Below this is an 'Add Additional Doc' button with a blue arrow pointing to it from the right. A 'Close' button is at the bottom right.

Registration Guidance/Main Office Info

Page 1: REGGUID-11.jpg Remove File

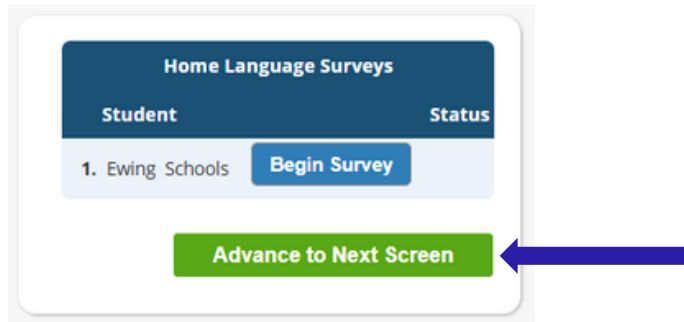
+ Add Additional Doc ←

Close

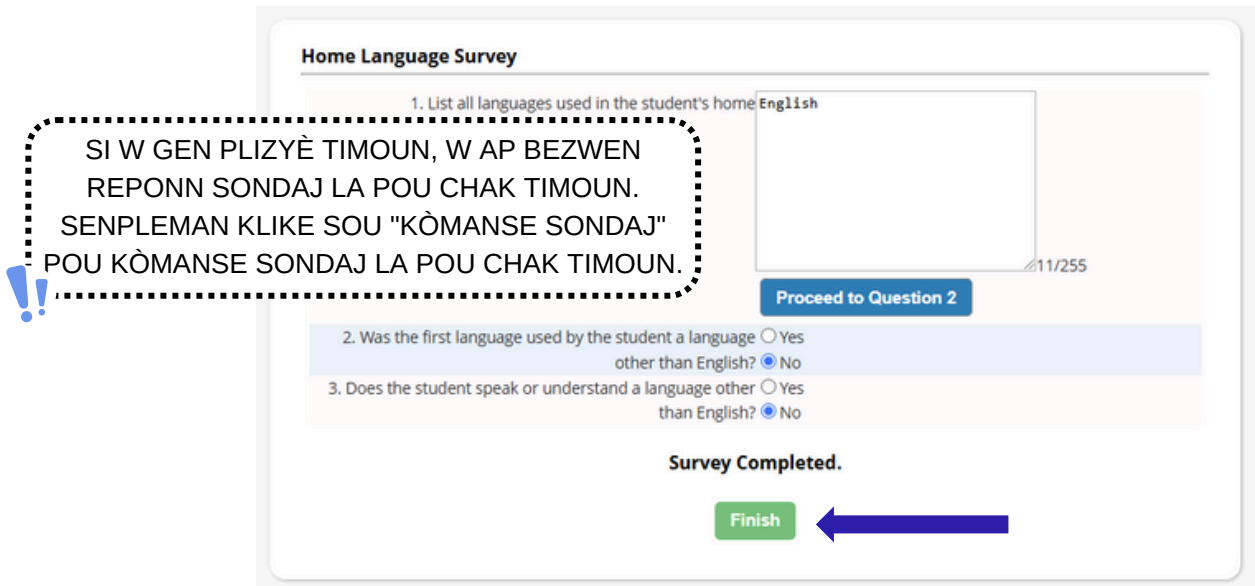


APRE YO FIN TELECHAJE, YO PRAL CHANJE NON DOSYE OU YO POU EDE ANPLWAYE ENSKRIPSYON AN NAN ÒGANIZASYON AN. FICHYE ENSKRIPSYON KONFIDANSYÈL YO AK FICHYE ORYANTASYON/BIWO PRENSIPAL YO PRAL RELE REGGUID AK YON NIMEWO. ENFÒMASYON MEDIKAL YO PRAL RELE REGNURSE AK YON NIMEWO. TOUT FICHYE EDIKASYON ESPESYAL YO PRAL RELE REGCST APRE YON NIMEWO.

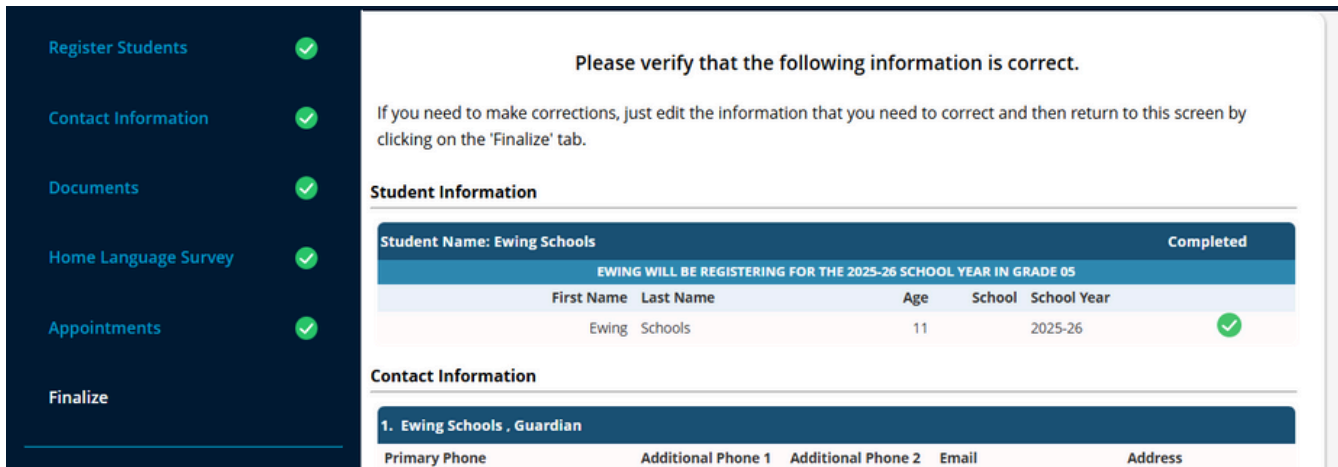
11. Anfen, w ap ranpli yon Sondaj sou Lang Lakay. Pou kòmanse, klike sou 'Kòmanse Sondaj'



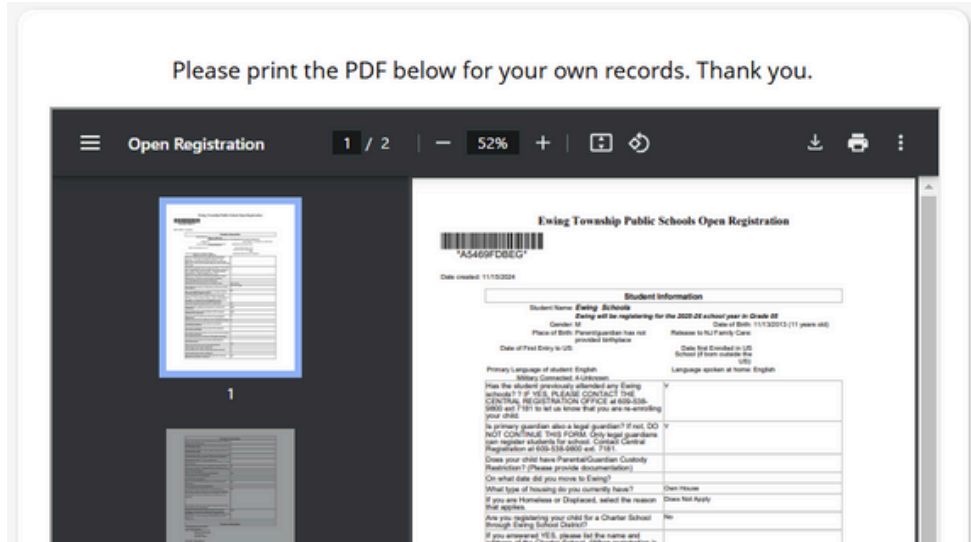
Reponn kesyon yo Wi oswa Non. Yon fwa fini, klike sou 'Fini' ak Lè sa a, 'Avanse nan pwochen ekran'



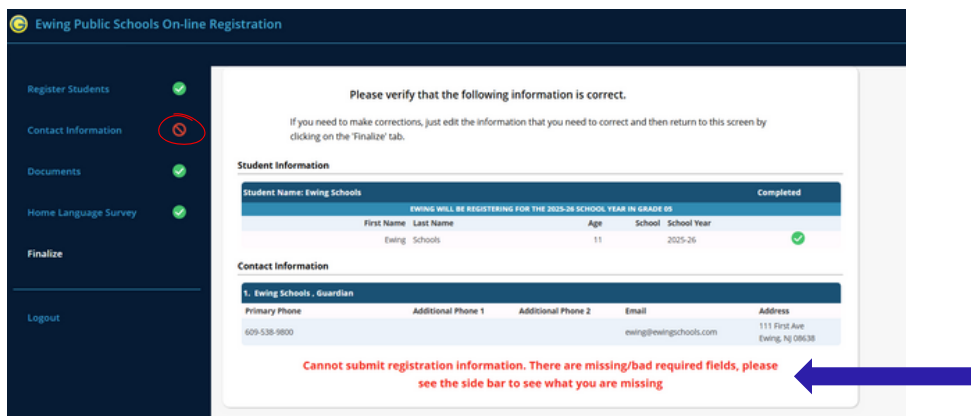
12. Konfime ke enfòmasyon ou te antre yo kòrèk.



13. Yon fwa ou fin soumèt aplikasyon enskripsyon ouvè a avèk siksè, yon PDF aplikasyon an pral peple sou ekran ou a. Enskripsyon elèv ou a PA konplè jiskaske ou rive nan paj konfimasyon kòd bar sa a.



Si w pa kapab soumèt aplikasyon pou anrejistreman an epi w wè mesaj sa a an wouj nan pati anba a nan paj la, w ap manke enfòmasyon yo mande w epi w pa ka soumèt aplikasyon an. Enfòmasyon ki manke yo pral endike sou bò gòch ekran ou a ak yon senbòl wouj entèdi (⊘). W ap bezwen korije erè sa yo anvan ou ka soumèt aplikasyon enskripsyon an pou revizyon.



Yon fwa yo soumèt, rejistrè a pral revize enfòmasyon ou yo epi li pral kontakte ou si yon bagay ki manke. Si w ranpli nèt, w ap resevwa yon imèl konfimasyon.