May 2025

2025-2026 Registration for Tupelo Public School District

Pre-registration and In-Person registration must be completed for every student for the 2025-2026 school year.

One ActiveParent account is required *per family* for online Pre-registration. Multiple students can be attached to one ActiveParent account.

- **NEW students**: who have *never* been enrolled in any Tupelo Public School – must provide enrollment documentation to your child's school before receiving an active code to register online.
- **RETURNING students**: who were enrolled on the last day of school of the 2024-2025 school year OR may have been previously enrolled in any Tupelo Public School.

2025-2026 school year: **August 1, 2025 – first day for students**

- **June 23 – July 11, 2025 Pre-Registration *online via ActiveParent – required for ALL students***
- ***June 23 & 30, 2025 - ELL Student Registration***
  - 6-23-25 - TMS Cafeteria from 8:00 - 3:00
  - 6-30-25 TMS Cafeteria from 1:00 – 6:00
- **July 8 – 18, 2025 In-Person Registration *at all TPSD schools – required for ALL students***
  - Monday, Wednesday & Friday - 8:00-3:30
  - Tuesday & Thursday - 8:00-6:30

Provide all required documentation applicable for student

- Birth Certificate
  - **NEW** students
  - **RETURNING** students with legal name changes
- Immunization Compliance Form 121
  - **NEW** students
  - **RETURNING** students with updated immunizations
  - **All Gr 7 students** - new immunization required
- Two (2) Proofs of Residency - ***required for ALL students***
  - Acceptable Proofs listed on Step 3 of online pre-registration

Call your student's school for assistance with any of the following:

- **IF you already have an ActiveParent account and**
  - you do not remember your login and/or password
  - you need to register a new to TPSD student
    - you will need an ActiveCode for each student NOT on your account
  - you need to register a returning student that is not currently attached to or active for your account
- **IF you do not have an ActiveParent Account - *Go to your students school to obtain the required ActiveCode***
  - No ActiveCodes will be given over the phone

To Create an ActiveParent Account, *if you do not already have one.*

- **After obtaining an ActiveCode, access the ActiveParent website as noted below:**
  - Enter the ActiveCode provided to you and click Redeem Code
  - Complete all required (*) fields on the Create Account screen & Create User
    - Username MUST be a minimum of 8 characters
    - Password MUST be a minimum of 8 characters with 1 number
  - Log into the ActiveParent account to continue the registration process or to add additional students to your ActiveParent account.
    - Every student not already attached to an ActiveParent account must have a unique ActiveCode to use for Online Registration

To Access the ActiveParent Website: https://activeparent.tupeloschools.com/Login.aspx?ReturnUrl=%2f
OR
http://www.tupeloschools.com

- Click on Teaching and Learning, then click on Resources
  - Under Parent Weblinks – click on Active Parent

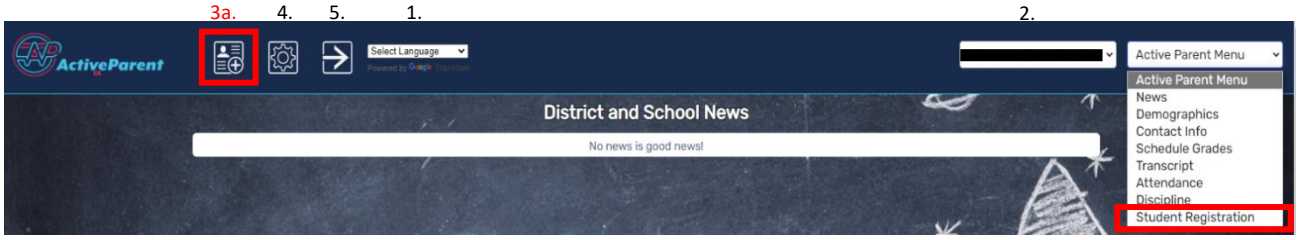
OR

- Click on the I WANT TO… link
  - Select Register or Re-Enroll My Child
    - Select Instructions for 2025-2026 Registration Using ActiveParent
    - Select Student Registration

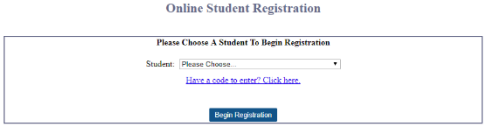
Online Registration Process:

Upon logging into ActiveParent the parent/guardian will see the action icons in the ActiveParent Header:

1. Select Language Dropdown
    a. Parents have the ability to view the ActiveParent screens in languages other than English, if needed.
2. Attached Student list
    a. Students already attached to the ActiveParent account will appear in this dropdown list
3. Online Registration links
    a. Click Online Registration icon
    OR
    b. Click Student Registration from the ActiveParent Menu dropdown
4. Settings Icon
    a. Click on this icon to update profile information such as password, email and phone number
5. Logout Icon
    b. Click on this icon to log out of ActiveParent



Upon clicking the Online Registration (Icon #3a or Menu Item #3b) the parent/guardian will be taken to the screen below to select an attached student or to enter an ActiveCode.



1. Select an attached student from the Dropdown and click Begin Registration for student already attached to the ActiveParent account.
    OR
2. Click the blue Have a code to enter? Click here to enter the code received from the school.
3. The screen below will appear for parent/guardian to enter the ActiveCode obtained from the school and click Redeem Code.

4. Begin the registration process. Read all the directions on each page. Fill in the blanks, answer the Additional Fields questions and then click Next Step to move to the next step.

All required fields will be marked with a red asterisk *. The parent/guardian can save and come back later at any point by clicking the **Save for Later** button. The parent/guardian can also cancel registration at any point by clicking the **Cancel Registration** button. This will revert any changes that have made during this session and return them to the student selection page. Parents/guardians can advance through the steps by clicking the **Next Step** and **Previous Step** buttons at the bottom right of the page or by clicking any of the steps on the left side of the page. The user will advance through steps, filling in required information and uploading required.

Once the parent/guardian has completed all steps of registration (or updated or verified that the data showing is correct), the parent/guardian must confirm the data, enter their full name, and click **Save and Finish**.