



HOW TO APPLY FOR SCHOOL CHOICE

1

LET'S GET STARTED

<https://dekalb.schoolmint.com>

- To get started, go to the website and click create an account.

2

CREATE AN ACCOUNT

- Enter parent/guardian name.
- Enter an email address and or mobile number.
- Select communication preferences.
- Create a password.

3

STUDENT INFORMATION

CURRENT STUDENTS CLICK 'YES' BUTTON

- If you are unsure of your child's Student ID, contact your school's registrar.
- You can also find it on your student's profile within Infinite Campus' Parent Portal.

NEW STUDENTS CLICK 'NO' BUTTON

- Students not currently registered can apply as long as they reside within DeKalb County School District.

Please contact the office of Student Assignment with any questions you may have about the School Choice application process at SAOffice@dekalbschoolsga.org or 678.676.0035.

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4 CONTINUE ADDING THE STUDENT'S INFORMATION

- Be sure to enter the remainder of the student's information.
- There will be a total of 3 screens.
- **NOTE: If you have more than one student, once you complete the application for the first student:**
 - click the dashboard icon in the top right corner of the screen.
 - click add a student.

5 ENTER FAMILY INFORMATION

- Enter the parent/legal guardian information as it appears on the government issued, photo ID.

6 SCHOOL AND PROGRAM SELECTION

- Each family may apply to a maximum of **five (5) options**.
- You can filter and sort by school, program or distance.
- Please review the eligibility requirements on our website carefully.

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7 ENTER SIBLING INFORMATION

- Indicate if the student has a sibling attending the school and if he or she is applying on a separate application.

8 REQUIRED DOCUMENTS

The following documents are required to be uploaded for **ALL applications for STUDENTS NEW TO DEKALB COUNTY SCHOOL DISTRICT:**

- Birth Certificate/Passport
- Proof of Residency
- 2025 Spring Semester Report Card/Transcript
- Fall MAP Scores in Reading and Math

10 SIGN, REVIEW AND SEND THE APPLICATION

- Review the agreement of understanding.
- Electronically sign the application.
- Carefully review the information entered into the application summary.
- Make any changes by clicking on the pencil icon.
- Once finished, click the Submit Application button.