

New Student Enrollment: Quick Look Guide

Mountain Home School District #193

Welcome! This guide is designed to help you navigate the PowerSchool Enrollment process for your **new student**. Please use this checklist to ensure a smooth registration.

1. Getting Started

- **Registration Link:** [Click Here to Enroll](#)
 - **Create an Account:** You must create a PowerSchool Enrollment account with your email. This allows you to "Save & Logout" and return to your work later.
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2. Required Documents (The "Must-Haves")

You will be asked to upload digital copies (photos or scans) of the following:

- **Birth Certificate:** Official government-issued copy.
 - **Immunization Record:** Current and from a healthcare provider.
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3. Troubleshooting & FAQ

Common Question	The Solution
Forgot Password?	Click " Forgot Password? " on the login page to reset via email. <i>Note: School staff cannot see or reset your password.</i>
Can't Click "Submit"?	Check the Summary page. Look for a Red X —this indicates a required field was missed.
Invalid Format Error?	Ensure there are no extra spaces at the beginning or end of your email or phone number entries.
Multiple Children?	Once the first student is submitted, the system will offer to "snap" shared info to the next child's form.

4. Pro-Tips for Parents

- **Best Browsers:** Use **Google Chrome** or **Firefox** on a laptop or desktop for the best experience.
 - **Wait for the Email:** You are not finished until you see the "**Submission Confirmation**" screen and receive a confirmation email.
 - **Photo Uploads:** If using a phone, ensure the photo of the birth certificate or immunization record is clear and all text is legible.
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Questions or Need Help?

If you have questions regarding specific school requirements or encounter issues with the form, please **contact your student's school office directly**.