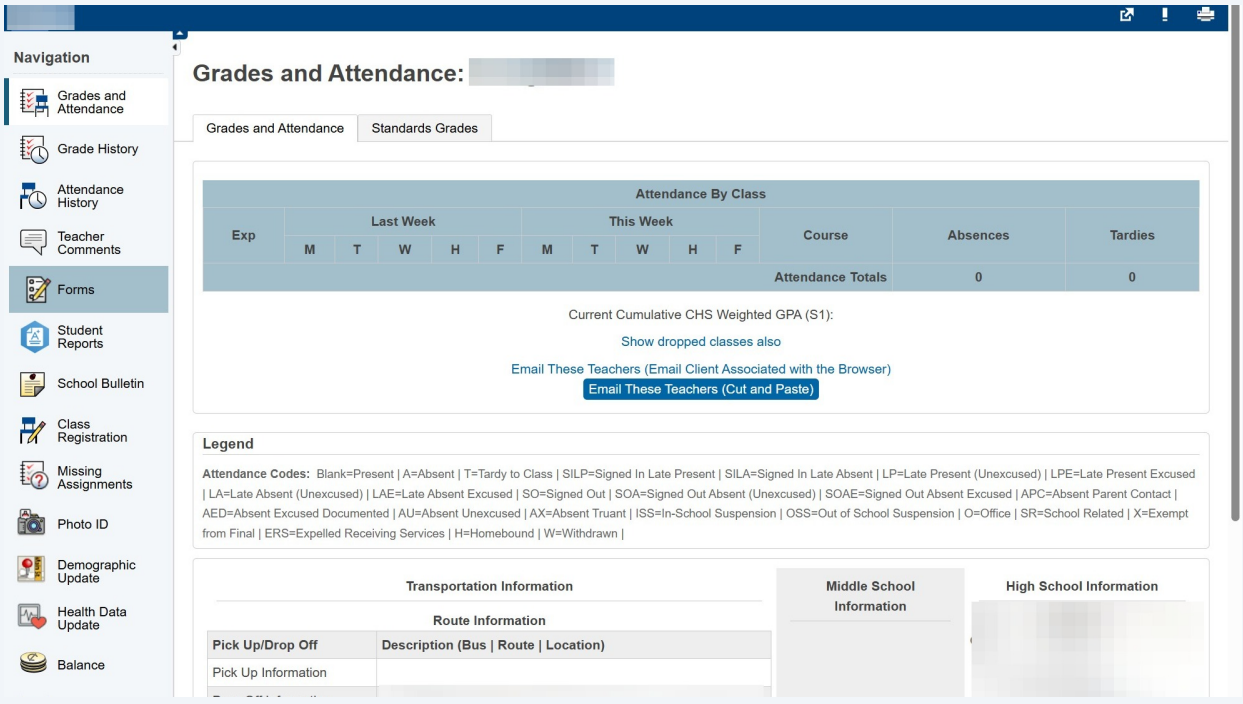
PowerSchool Online Enrollment Guide

This guide will help you navigate the new Online Enrollment process in the PowerSchool Parent Portal. During the enrollment process, you will review and update your student's required information and complete all mandatory forms.

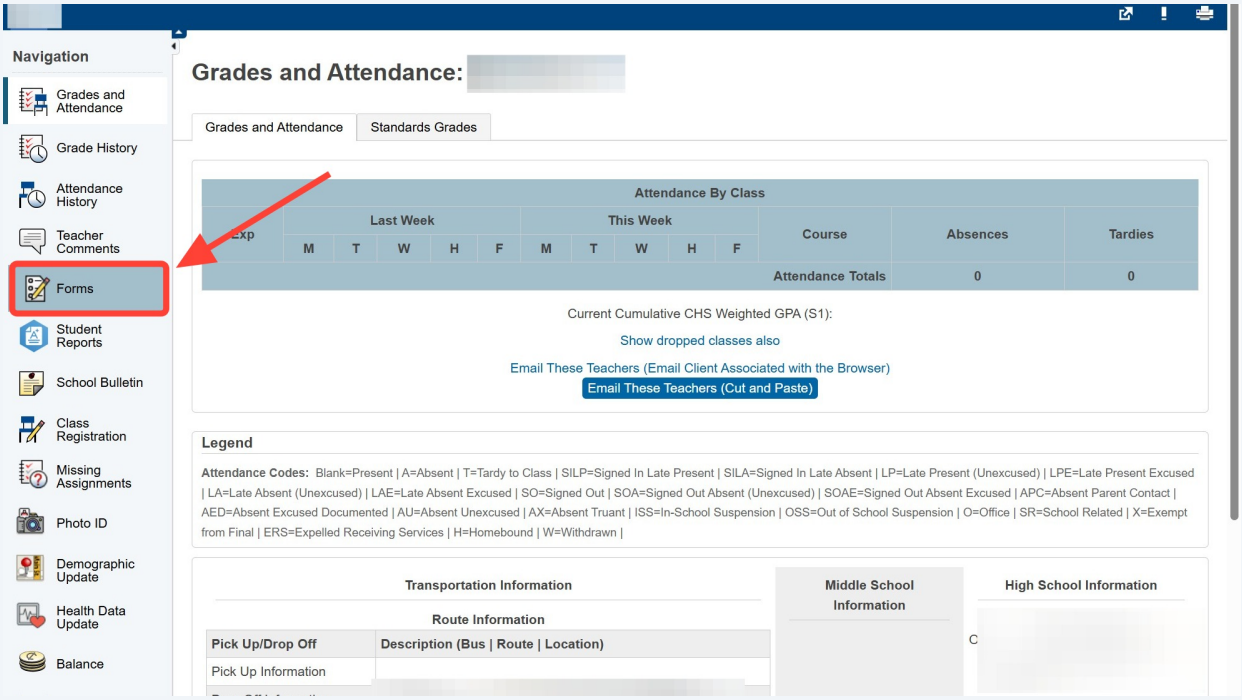
Please carefully review each section and make any necessary changes to ensure your student's records are accurate and up to date for the upcoming school year.

Access Forms

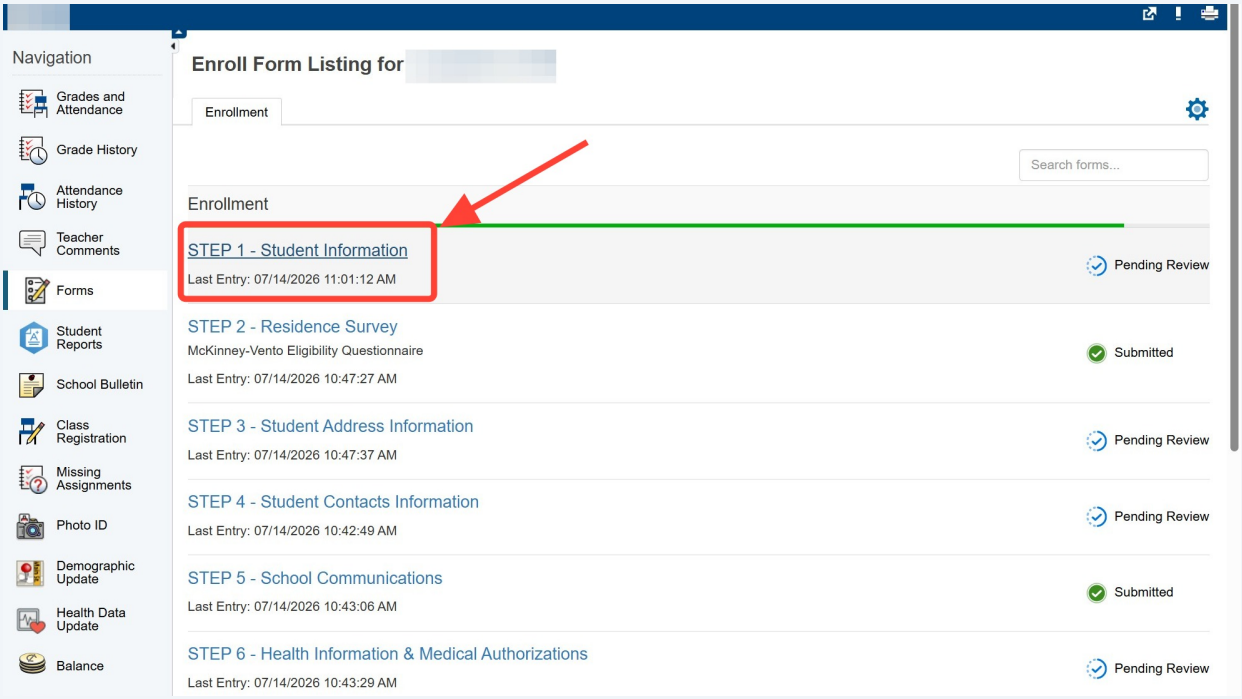
1 Navigate to https://usd261.net/guardian/home.html



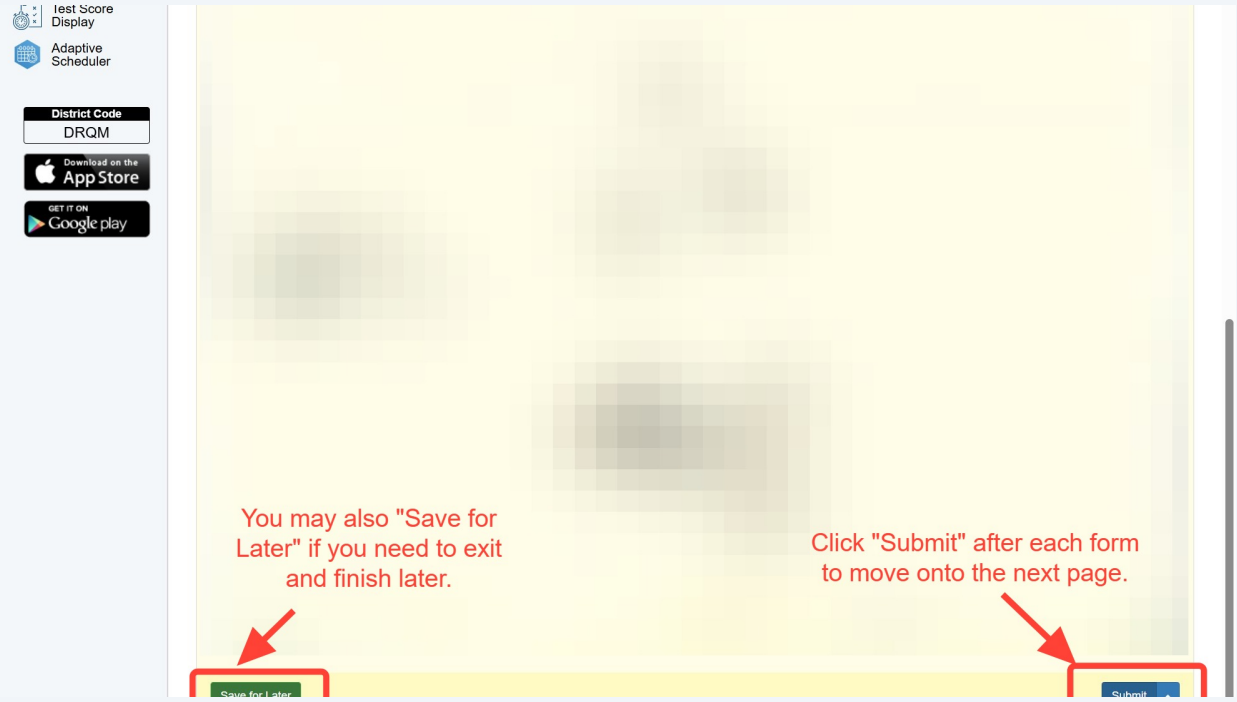
2 Select "Forms" from the navigation menu



3 Click "STEP 1 - Student Information" to begin

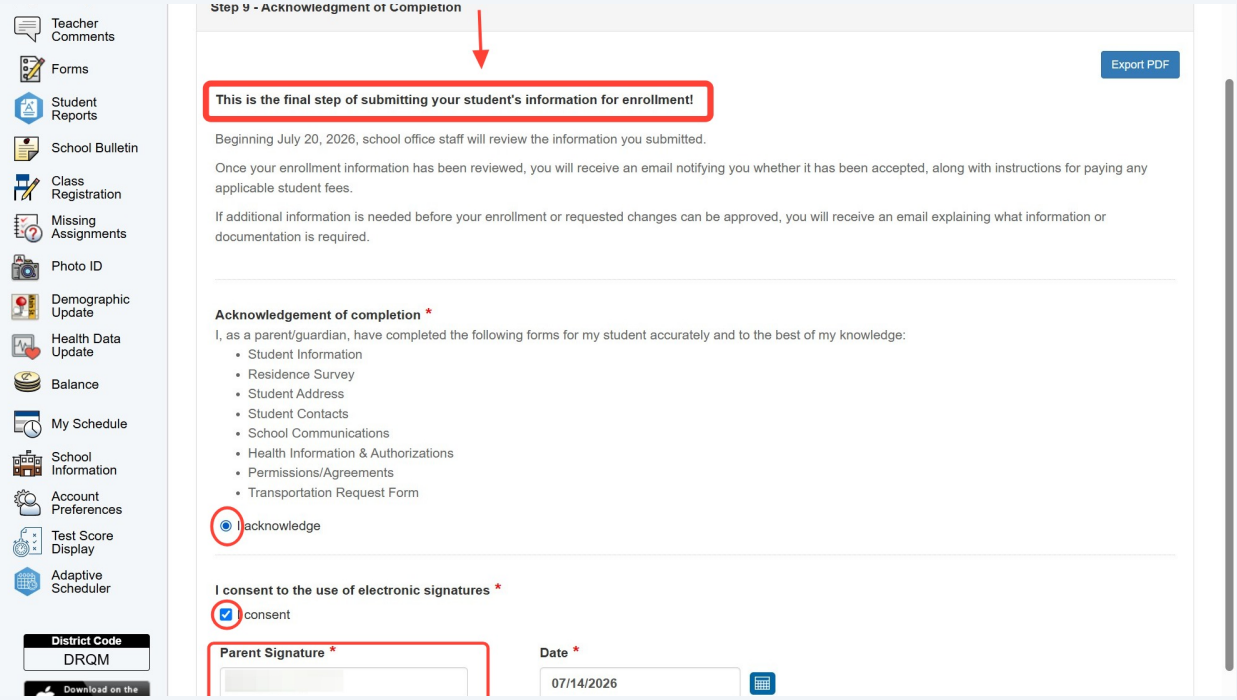


4 Once you have finished reviewing and/or making updates on the page, click "Submit" to move onto the next form. You may also "Save the Form" and finish completing it later.

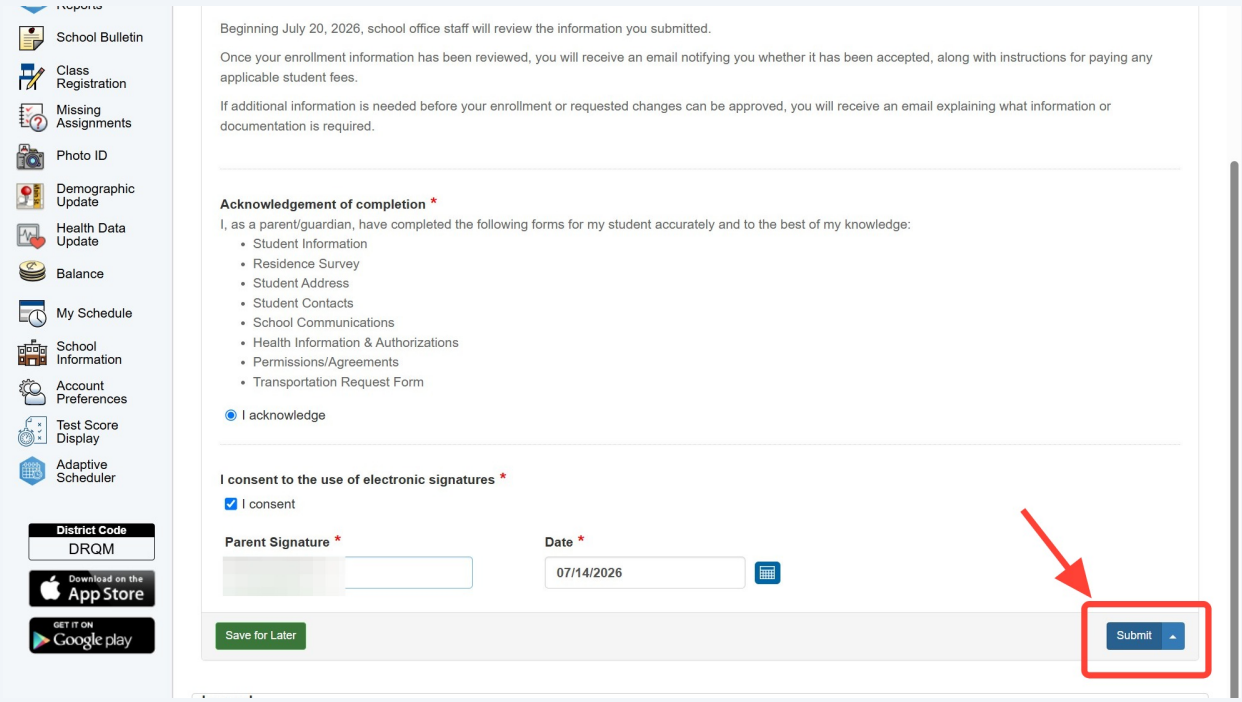


Final Acknowledgment and Submission

5 Step 9 - Acknowledgement of Completion, this is the final step in submitting your students information for enrollment!



6 Click "Submit" to finalize the submission

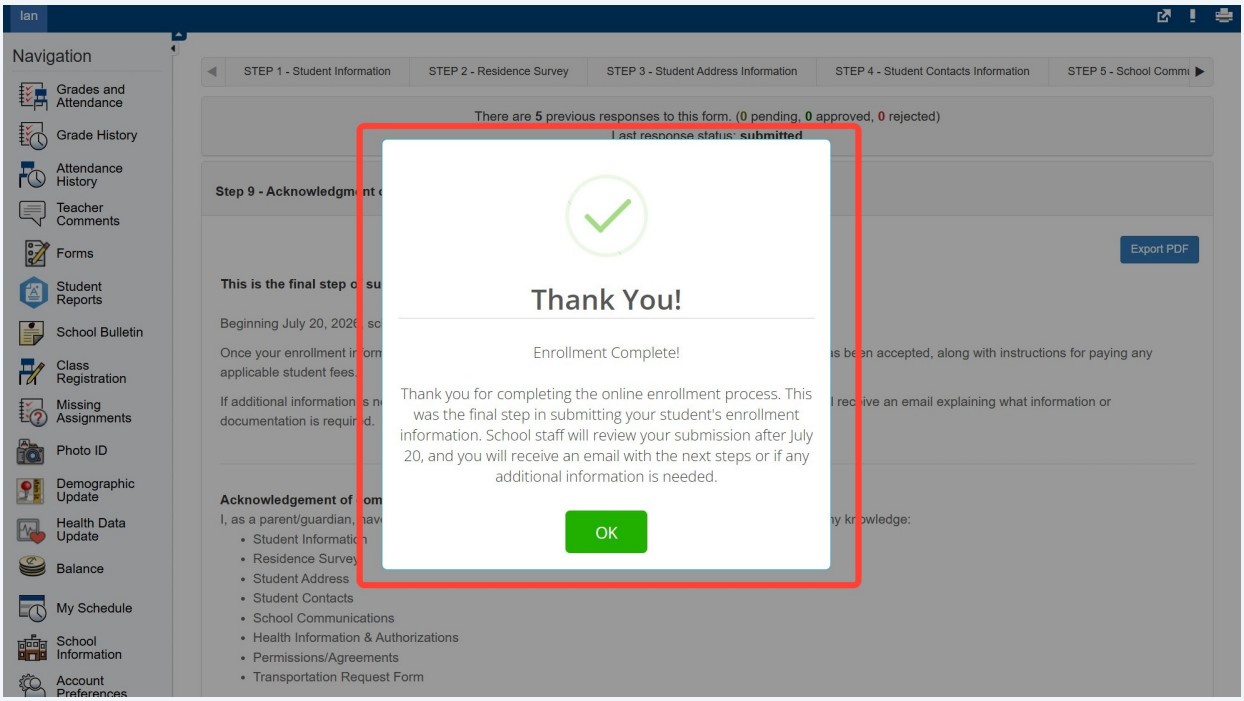


7 After submitting the "Acknowledgement of Completion" form, a final message appears letting you know that enrollment is complete for the student selected.

If you have more then one student, you will need to complete this process for all students.

Beginning July 20, 2026, school office staff will review the information you submitted. Once your enrollment information has been reviewed, you will receive an email notifying you whether it has been accepted, along with instructions for paying any applicable student fees.

If additional information is needed before your enrollment or requested changes can be approved, you will receive an email explaining what information or documentation is required.



8 Forms Status

