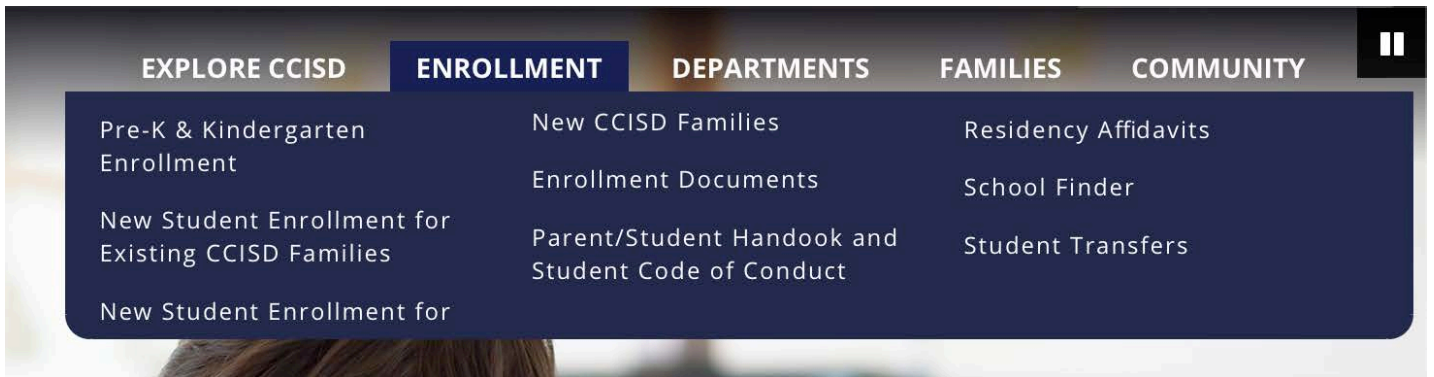


New Student Online Enrollment New to CCISD Family

PARENTS/GUARDIANS: TO ENROLL A NEW CCISD STUDENT

Parents can visit ccisd.net and click on **Enrollment** in the top menu, or they can just visit ccisd.net/enrollment.



Parent will be directed to the ENROLLMENT page. Scroll down to the NEW to CCISD section and follow the directions. Step 2 has the link to the online enrollment forms.



All other new students to CCISD can follow the registration steps below to enroll!

Step 1 - Find Your School	+
Step 2 - Enroll Online	-
The Clear Creek Independent School District has an online student enrollment system. Click on the button below to begin the enrollment process. Remember, you will still need to bring proof of residency and other important documentation to your child's campus to finalize the registration process. <i>*Reference the Enrollment User Guides available in the navigation bar to the left for additional help.*</i>	
Enroll Online »	
Step 3 - Required Documents	+
Step 4 - Visit Campus	+

New Student Enrollment: Account Request

ACCOUNT REQUEST

This form is the first step to enrolling your new student online. Complete it to request an account that you will use to log in to a secure Online Enrollment system. Enter your Legal Name and an email address.


Check the box "I don't have an email" if you don't have an email. You then must create a username to use to log in at the next step. Once the pop-up comes up, write down the information. Failure to do so could result in you having to begin the process over.

Once completed, check your email for user name and password (email may take several minutes) or a pop-up will appear with your created user name and password.

Enter the name of the legal parent/guardian of the student you want to enroll	
* Guardian Legal First Name:	<input type="text" value="Guardian First Name"/>
* Guardian Legal Last Name:	<input type="text" value="Guardian Last Name"/>
Guardian Legal Middle Name:	<input type="text"/>
Guardian Legal Name Prefix:	<input type="text"/> Guardian Legal Name Suffix: <input type="text"/>
Guardian contact information	
	<input type="checkbox"/> I don't have an email
* Guardian Email Address:	<input type="text" value="guardian@email.com"/>
* Re-type Email Address:	<input type="text" value="guardian@email.com"/>
* Guardian Primary Phone Number:	<input type="text" value="(281)"/> <input type="text" value="111-1111"/>
Complete the security dialog	

Enter the name of the legal parent/guardian of the student you want to enroll	
* Guardian Legal First Name:	<input type="text" value="Guardian First Name"/>
* Guardian Legal Last Name:	<input type="text" value="Guardian Last Name"/>
Guardian Legal Middle Name:	<input type="text"/>
Guardian Legal Name Prefix:	<input type="text"/> Guardian Legal Name Suffix: <input type="text"/>
Guardian contact information	
	<input checked="" type="checkbox"/> I don't have an email
* Guardian Login:	<input type="text" value="Sky"/>
* Re-type Login:	<input type="text" value="Sky"/>
* Guardian Primary Phone Number:	<input type="text" value="(281)"/> <input type="text" value="111-1111"/>
Complete the security dialog	

Instructions from the email and the pop-up will direct you to the Enrollment Access log in window. Log in with the username and password given in the email or the pop-up.

	
CLEAR CREEK ISD CLEAR CREEK ISD Production	
Login ID:	<input type="text"/>
Password:	<input type="password"/>
<input type="button" value="Sign In"/>	
Login Area:	<input type="text" value="Enrollment Access"/>

Welcome to the Clear Creek ISD New Student Online Enrollment

STEP 1: STUDENT INFORMATION


Enter information into each field. Be sure to enter the student's full legal name as it is printed on the birth certificate. Fields marked with an asterisk (*) are required fields and the step cannot be completed without entering the information in these fields.


Step 1: Student Information

Instructions for completing Student Information
Please enter your child's name according to the birth certificate.

* Last Name: * First Name: Middle Name:
Name Suffix: * Gender:
* Date of Birth: Age: Birth City: Birth State:
 Check if your student lives within this school district.
Social Security Number:
* Check if student is Hispanic/Latino:
* Federal Race: (select all that apply)
 American Indian or Alaska Native
 Asian
 Black or African American
 Native Hawaiian or Other Pacific Islander
 White
* What language does your child speak most of the time?: * What language is spoken in your home most of the time?:
* Name of Previous School District (n/a if none): * Name of school previously attended (n/a if none):
* What School Year are you enrolling your student into? Current School Year (2019 - 2020) Next School Year (2020 - 2021)
* Expected Enrollment Date First Day of School (08/18/2020)
(The first day of school is 08/19/2019) * Expected Enrollment Date
* Expected Grade Level. Note... Grade level is added based on student's age and may need to be modified. * Expected School to Enroll into
* I authorize this student's information to be distributed for the purposes of Military usage: ?
* I authorize this student's information to be distributed for the purposes of Higher Ed usage: ?
* I authorize this student's information to be distributed for the purposes of Public usage: ?
* I authorize this student's information to be distributed for the purposes of District usage: ?
* I authorize this student's information to be distributed for the purposes of Local usage: ?
* I authorize this student's information to be distributed for the purposes of school yearbook usage: ?
Additional Information: (on the Student for the District)
Maximum characters: 5000, Remaining characters: 5000

STEP 2: FAMILY/GUARDIAN INFORMATION

 Add additional Legal Guardian – Click: “Yes, I want to Add another Legal Guardian who lives at this address”

 Add Legal Guardian who lives at a different address – Click: “No other Legal Guardians live at this Address”

Step 2: Family/Guardian Information

Enter Information for the Primary Guardian and the Family this Student lives with

Enter Information for the Family this Student lives with

* Primary Phone:

* Family Home Language:

House #: Direction: Street Name: Apartment:

* Physical Street Address Required: P.O. Box: Address 2: City: State: Zip Code:

* County:

Enter Information for the Primary Guardian of the Family this Student lives with

* Last Name: * First Name: Name Suffix:

Name Prefix: * Date of Birth: Gender:



* Relationship to Child:

Does this guardian have custody of the child? Check here if this guardian is allowed to pick up student from school.

Cell Phone: Work Phone: Contact Email Address:

Employer: Driver License Number:

Are there other Legal Guardians who live at this address?

STEP 3: EMERGENCY CONTACT INFORMATION

Additional emergency contacts can be added by clicking: “Yes, I want to Add another Emergency Contact Record”. Otherwise click: “No, Complete Step 3 and move to Sept 4: Additional District Forms”

Step 3: Emergency Contact Information

Instructions for completing Emergency Contact Information

The information you enter in this form is used for two reasons. At the school level, a staff member will call these contacts in the event the parents or guardians cannot be reached and there is a concern with the student. At the school district level, these contacts will be included in CCISD's mass emergency call outs for issues such as weather delays, power outages, etc. that disrupt the school day or may cause for an early release or closure of the school.

Enter the Information for Emergency Contact #1

* Last Name: Doe * First Name: Jan Name Suffix:

Name Prefix: This contact is allowed to pick up the student from school.

Gender:

* Primary Phone: (713) 111-1111 Cell Phone: Work Phone:

Relationship to Child: Mother

Do you have other Emergency Contacts to add for this student?

STEP 4: REQUESTED DOCUMENTS

Click on each category button to upload document(s). If you have custody orders, please email the campus principal by navigating to ccisd.net>>Select the School>>Contact Us to obtain the email addresses. To complete the registration process, parents/guardians will need to visit the campus the student will be attending to provide the original required documentation, outlined below.

Step 4: Requested Documents [Edit] [View Only] [Save] [Save and Collapse Step]

Instructions for completing the Requested Documents
Click on each category button to upload document(s). If you have custody orders, please email the campus principal by navigating to ccisd.net>>Select the School>>Contact Us to obtain the email addresses.
To complete the registration process, parents or guardians will need to visit the campus the student will be attending to provide the original required documentation, outlined below.

Birth Certificate:	<input type="button" value="Choose File"/>	No file chosen
Immunizations Record:	<input type="button" value="Choose File"/>	No file chosen
Last Report Card:	<input type="button" value="Choose File"/>	No file chosen
Mortgage/Lease:	<input type="button" value="Choose File"/>	No file chosen
Parent/Guardian ID:	<input type="button" value="Choose File"/>	No file chosen
Social Security Card:	<input type="button" value="Choose File"/>	No file chosen
Utility Bill:	<input type="button" value="Choose File"/>	No file chosen

[Complete Step 4 and move to Step 5: Additional District Forms] [Complete Step 4 Only]

STEP 5: ADDITIONAL DISTRICT FORMS

District Forms are different at the elementary, intermediate, and high school levels. The pictures below are only examples of forms parents may see.

Click on each button to open form, fill out information as requested on each form, then click SAVE at the top right. Forms are complete when "This form has been completed" 🎯 message displays along with check marks. Click: "Complete Step 5, then click Submit Application to the District"

Step 5: Additional District Forms [Edit] [View Only] [Save] [Save and Collapse Step]

Instructions for completing the Additional District Forms
Please complete the following forms which provide the school and school district important information about your student.
Asterisk (*) denotes a required form

Optional Form:	<input type="button" value="2020-21 FERPA"/>	<input checked="" type="checkbox"/>	This form <i>has been completed</i>
* Required Form:	<input type="button" value="2020-21 Student Information"/>	<input checked="" type="checkbox"/>	This form <i>has been completed</i>
* Required Form:	<input type="button" value="2020-21 Transportation Form"/>	<input checked="" type="checkbox"/>	This form <i>has been completed</i>
* Required Form:	<input type="button" value="2020-21 Student Code of Conduct"/>	<input checked="" type="checkbox"/>	This form <i>has been completed</i> 🎯
* Required Form:	<input type="button" value="2020-21 Student Medical Information"/>	<input checked="" type="checkbox"/>	This form <i>has been completed</i>
* Required Form:	<input type="button" value="2020-21 Authorized Lunch Attendees"/>	<input checked="" type="checkbox"/>	This form <i>has been completed</i>
* Required Form:	<input type="button" value="2020-21 Parent Signature Form"/>	<input checked="" type="checkbox"/>	This form <i>has been completed</i>

[Complete Step 5]

* All steps must be Completed before an Application can be Submitted *

You will receive a pop-up or an email stating the application has been successfully submitted along with further instructions (list of items to bring to the school to complete the enrollment process).