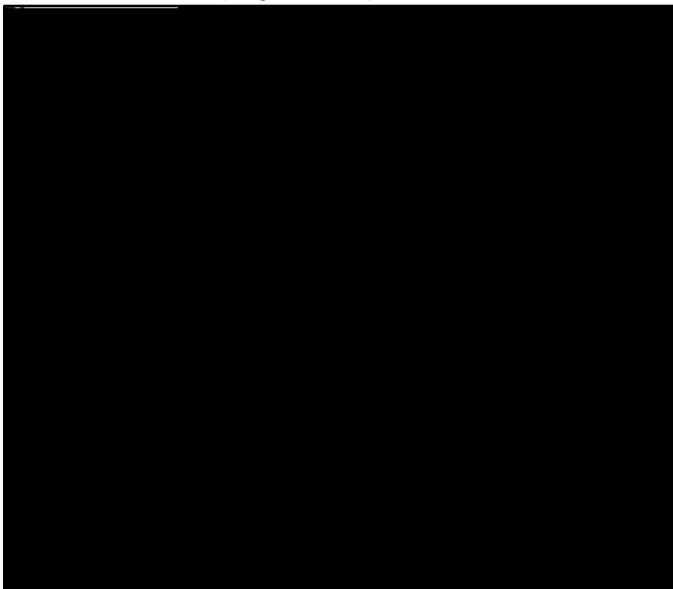


Parent Pre-Enrollment Process

Nov yog ib qib ntu zus rau cov txheej txheem cuv npe rau menyuam kawm tshiab. Qhov txheej txheem no yog rau menyuam kawm tshiab (new-to-district) rau hauv cheeb tsam xwb lossis cov menyuam tsis tau cuv npe hauv Anchorage School District hauv xyoo kawm tas los.

Navigating to Pre-Enrollment Site

1. Hauv web browser navigate rau lub [Anchorage School District](http://asdk12.org) website, (*asdk12.org*).
2. Hauv ASD homepage xaiv qho Families tab > Enrollment link.



3. Nyem qho Enrollment button nyob hauv qab qho New Students Section.

4. Nyob rau hauv qab Who is New to District , nyem qho Click here to Pre-enroll in 20XX-XX. (xyoo twg yog tam sim no cuv npe)

5. Nyem qhov link

2. Enter **email address**, **password**, **re-enter the password** and click **continue**.

Continue on next page

Registration Form

Step 1 - Household:

Muaj ib hom Language dropdown nyob rau sab xis saum toj kawg nkaus, xaiv lus English lossis lus Spanish. Tau ua tag nrho cov teb uas highlighted xim daj. Cov tsis muaj highlighted xim daj yog cov ntaub ntawv ASD xav tau.

- A. Enter **physical address** number, street name (**tsis sau hom**), enter **street type**, thiab **zip code** (lub zos yuav auto populate).
- B. Enter **mailing address** yog tias nws **txawv** ntawv qhov **physical address**.
- C. Enter cov ntaub ntawv **person responsible** rau ua daim foos no.
- D. Nyeem daim **Residency Acknowledgement of Release of Information** ces nyem **Submit** nyob saum.

Continue on next page

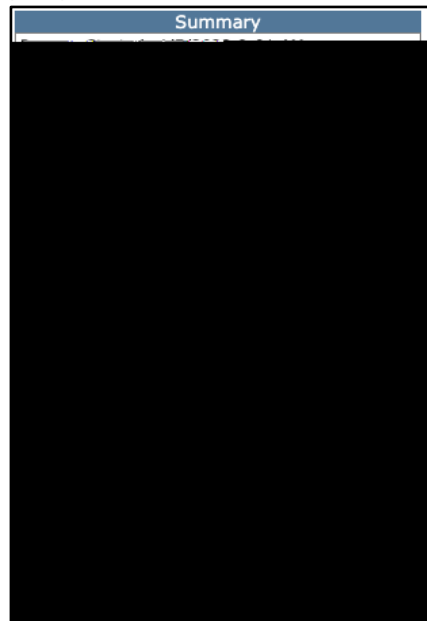
2. Previous School Information:

4. Sibling Information

- D. **Phones** - Nyem Add Phone kom enter tus neeg tseem ceeb lub xov tooj. Nyem Add Phone yog tias muaj cov xov tooj ntxiv.
- E. **Email** - Enter tus neeg qhov email address.
- F. **Employer & Occupation**

- A. **Document Date** - Yuav auto-populated nrog hnuv siv no.
- B. **Document Type** - Xaiv hom ntaub ntawv siv no.
 - a. Birth Certificate
 - b. Immunization Records
 - c. Proof of Residency (Yuav tsum yog utility bill, mortgage lossis rental agreement)
 - d. Transcript

Qhov Summary section nyob rau sab laug yuav tshwm sim zoo li no thaum kom ua tiav. Qhov date thiab time yuav highlight xim daj.

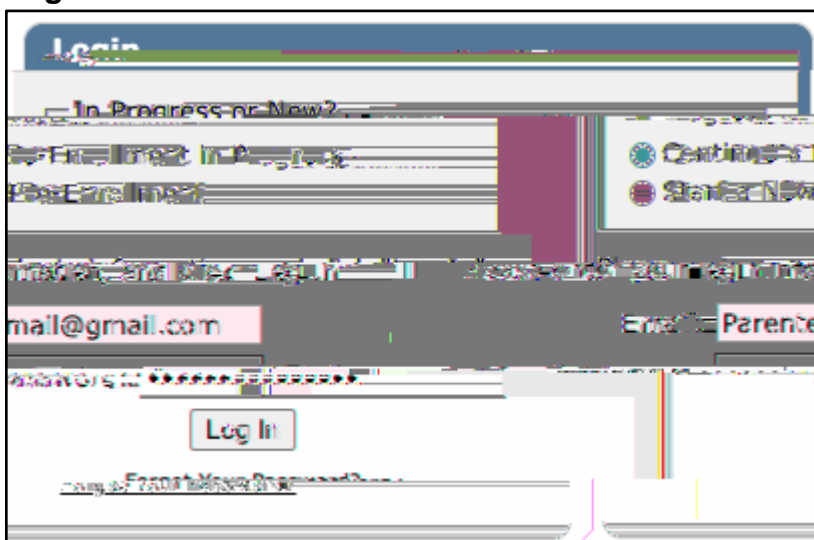


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Edits or Additional Information/Documents

Hauv qab no yog cov kaum (steps) yog tias lub tsev kawm hu rau nej kom hloov kho, lossis ntxiv cov ntaub ntawv lawv tsis tau txais.

1. Navigate mus qhov Pre-enrollment website thaib xaiv **Continue a Pre-Enrollment in Progress** box thiab enter **email** thiab **password** siv thiab nyem **Log In** button.



2. Nyob hauv qab **Summary** nyem **Edit** ntawm cov ntaub ntawv lossis cov khoom koj yuav hloov. Yog tias muaj yam xav ntxiv, nyem qhov Add button.

3. Thaum koj ua tiav cov ntaub ntawv hloov tas, ua tiav **Step 6** kom rov qab xa cov