



NEW STUDENT ONLINE ENROLLMENT | TUTORIAL

Skyward Family Access and the New Student Online Enrollment (NSOE) allows you the convenience of initiating the enrollment process of your student from any computer, and at any time.

You will need the following documents to complete your student's registration:

- **Identification of Legal Name** (i.e.; birth certificate, ID card, or passport)
- **Immunization records**
- **Proof of residency** (i.e.; power bill, title, or rental contract)

Students must be five (5) years old by August 31st to start kindergarten.

ALREADY HAVE A STUDENT IN THE DISTRICT?

- Log in to your **Skyward Family Access** account.
Click on *New Student Online Enrollment*.
- Skip to Step 3.



ARE YOU A NEW FAMILY TO THE DISTRICT?

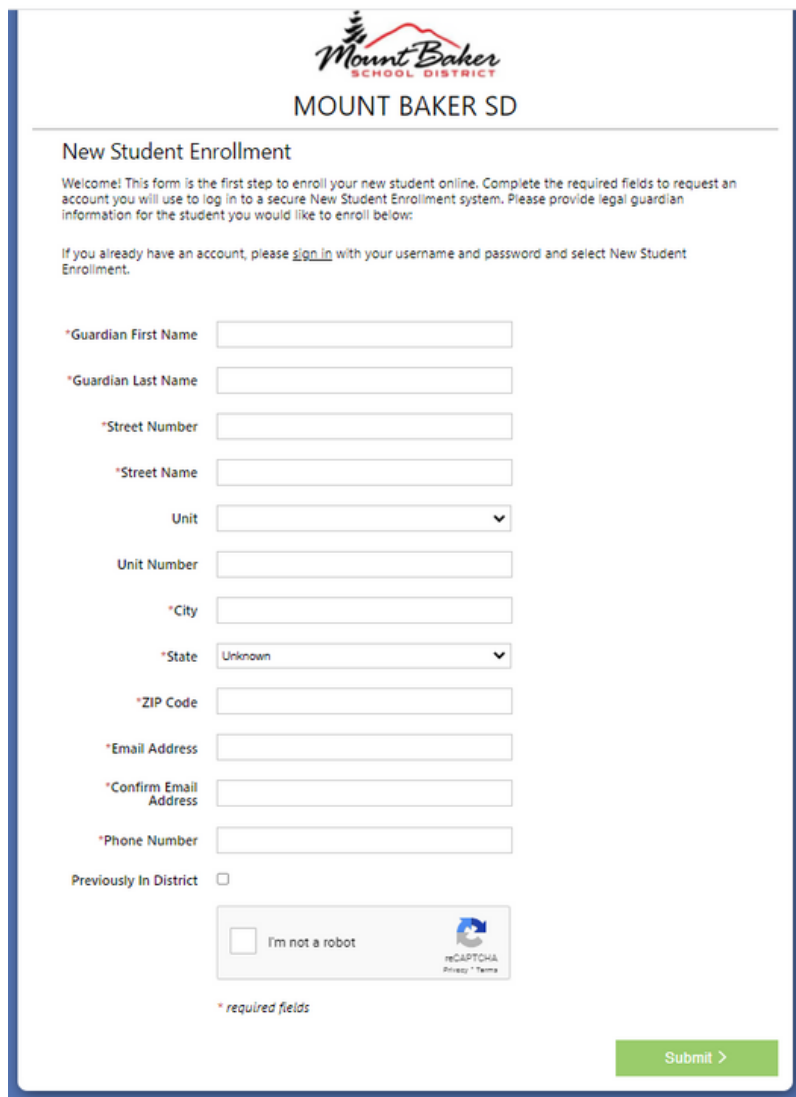
- Click on **Online Enrollment Account Request** to begin the enrollment process.
- Start at Step 1.



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Step 1:

Complete all required fields on the **Online Enrollment Account Request**, and then click *Submit*.



The screenshot shows the 'New Student Enrollment' form for Mount Baker School District. At the top is the district's logo and name. Below the title, a welcome message explains the purpose of the form. A note mentions an existing account login option. The form contains several input fields, most marked with an asterisk to indicate they are required. These include fields for Guardian First Name, Last Name, Street Number, Street Name, Unit (a dropdown menu), Unit Number, City, State (a dropdown menu currently set to 'Unknown'), ZIP Code, Email Address, Confirm Email Address, and Phone Number. There is also a checkbox for 'Previously In District'. At the bottom left, there is a reCAPTCHA widget with the text 'I'm not a robot' and a small robot icon. A link to 'Privacy & Terms' is also visible. A green 'Submit >' button is located at the bottom right of the form area.

Mount Baker
SCHOOL DISTRICT
MOUNT BAKER SD

New Student Enrollment

Welcome! This form is the first step to enroll your new student online. Complete the required fields to request an account you will use to log in to a secure New Student Enrollment system. Please provide legal guardian information for the student you would like to enroll below:

If you already have an account, please [sign in](#) with your username and password and select New Student Enrollment.

*Guardian First Name

*Guardian Last Name

*Street Number

*Street Name

Unit

Unit Number

*City

*State


*ZIP Code

*Email Address

*Confirm Email Address

*Phone Number

Previously In District ☐

☐ I'm not a robot 
reCAPTCHA
Privacy * Terms

* required fields

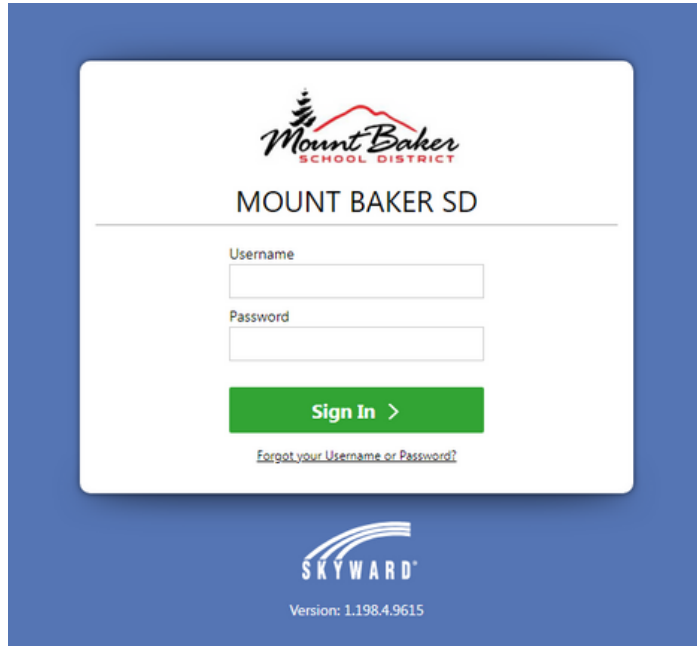
Submit >

You will then receive an automated email with a link to log in to your new **Skyward Family Access** account.

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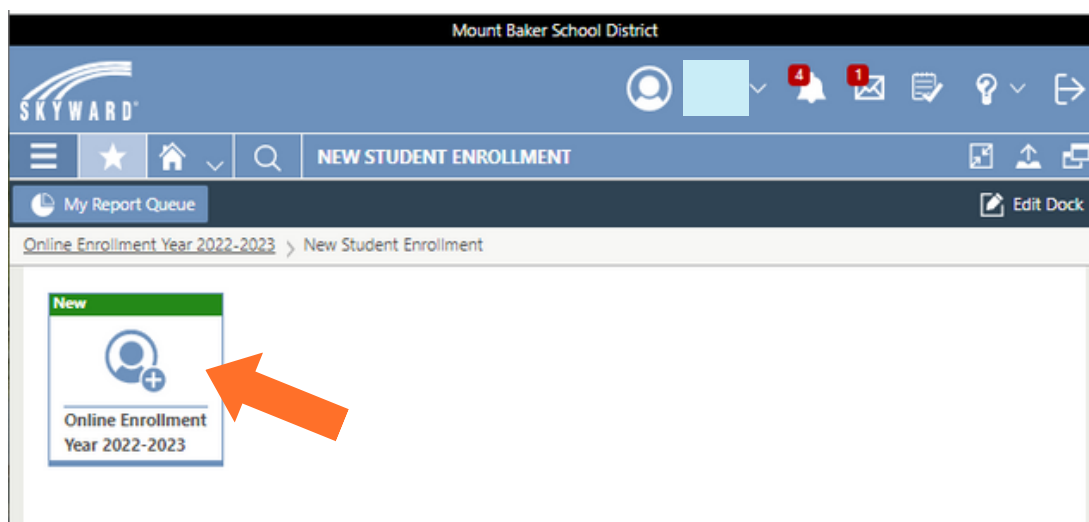
Step 2:

Click the link in your email to log in to your **Skyward Family Access** account.



Step 3:

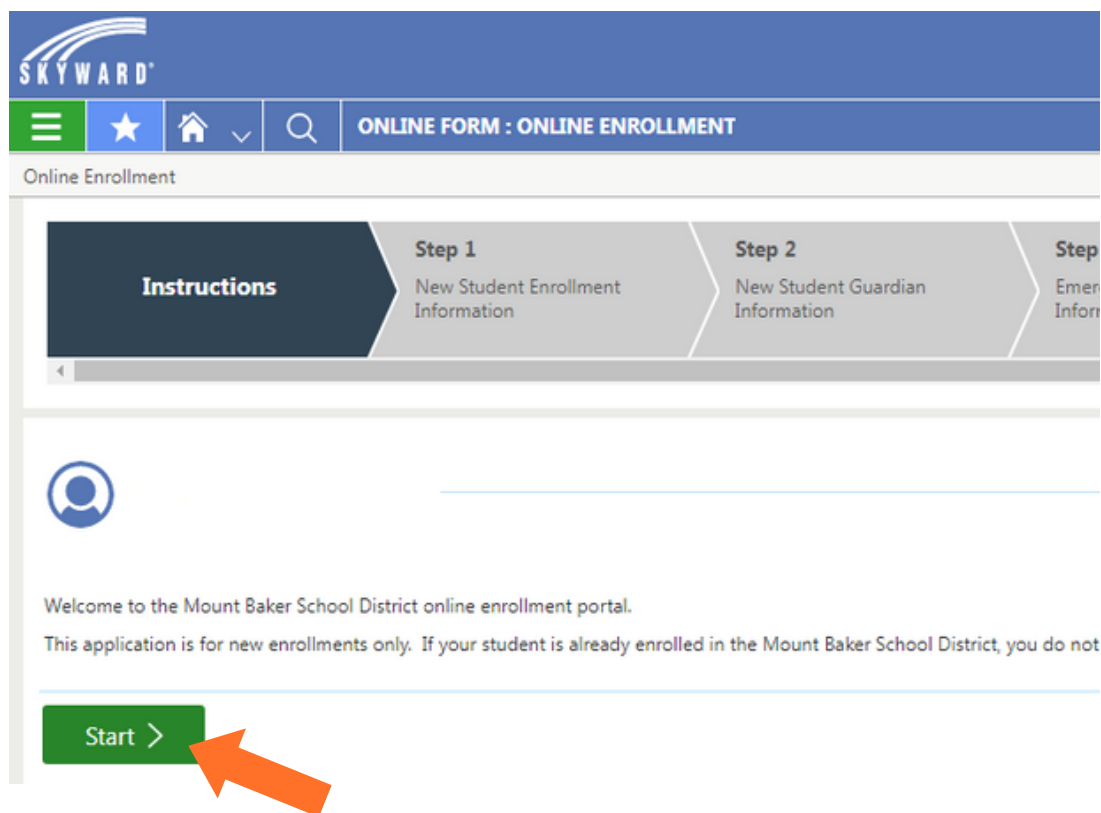
Click the **Online Enrollment** icon for the correct school year.



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Step 4:

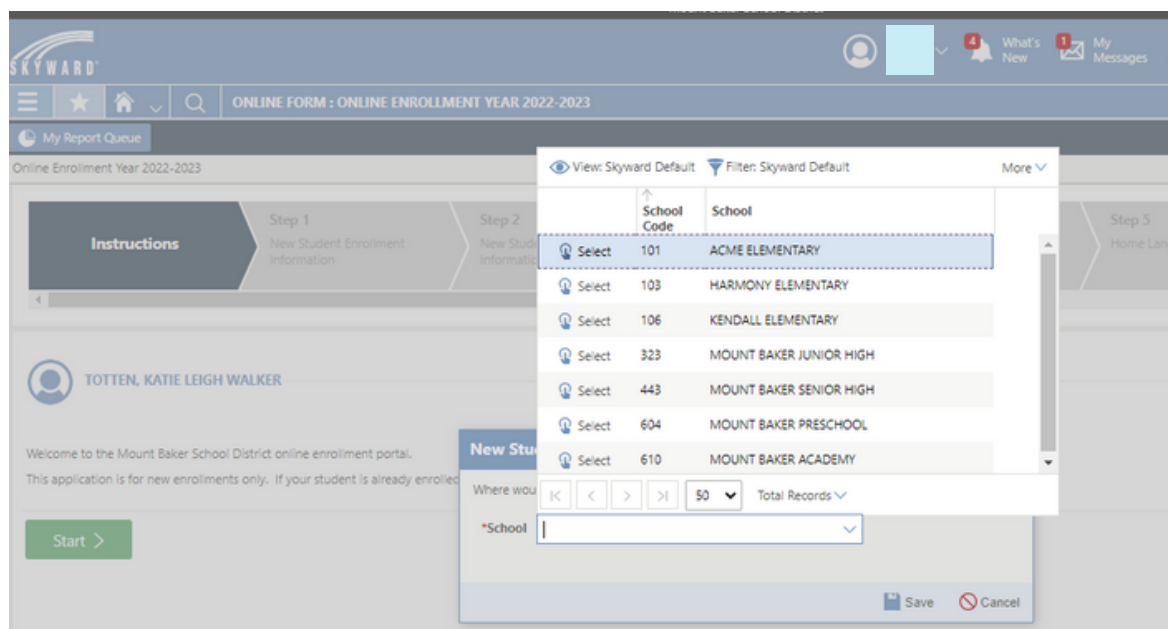
Under the Instructions tab, click *Start*.



The screenshot shows the Skyward Online Enrollment portal. At the top, there is a blue header with the Skyward logo and navigation icons. Below the header, a breadcrumb trail reads "ONLINE FORM : ONLINE ENROLLMENT". A progress bar indicates the current step is "Instructions", with "Step 1: New Student Enrollment Information" and "Step 2: New Student Guardian Information" also visible. The main content area features a welcome message: "Welcome to the Mount Baker School District online enrollment portal. This application is for new enrollments only. If your student is already enrolled in the Mount Baker School District, you do not". A green "Start >" button is prominently displayed at the bottom left, with an orange arrow pointing to it.

Step 5:

Choose the school you want to enroll your student in from the dropdown menu.



This screenshot shows the same Skyward Online Enrollment portal, but with a dropdown menu open for selecting a school. The dropdown menu is titled "View: Skyward Default" and "Filter: Skyward Default". It lists several schools with their corresponding codes and names:

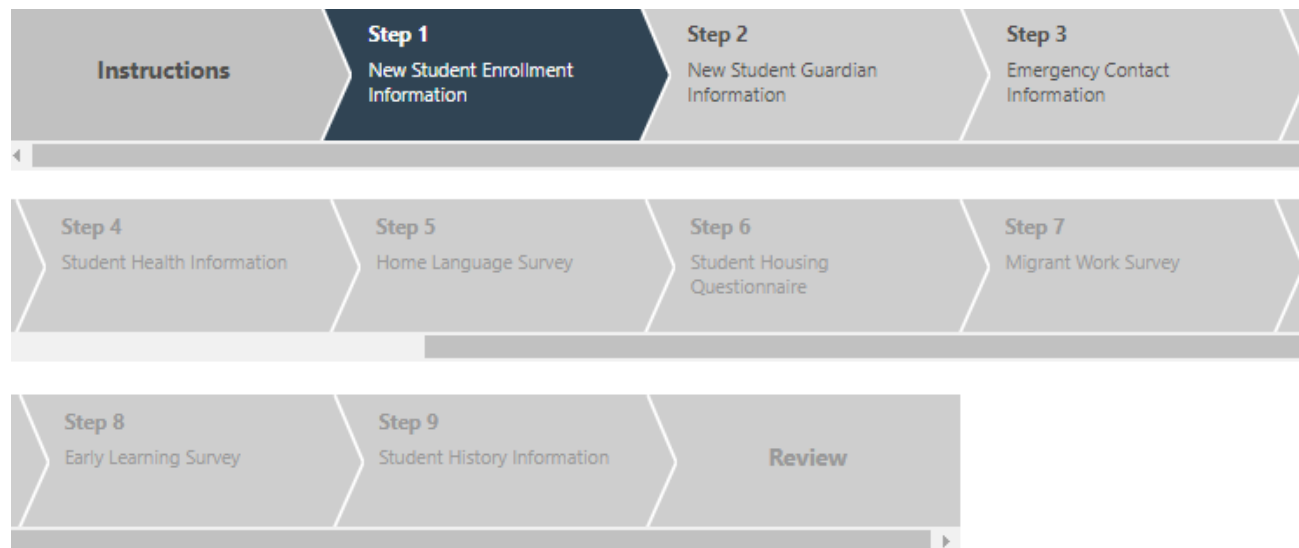
School Code	School
101	ACME ELEMENTARY
103	HARMONY ELEMENTARY
106	KENDALL ELEMENTARY
323	MOUNT BAKER JUNIOR HIGH
443	MOUNT BAKER SENIOR HIGH
604	MOUNT BAKER PRESCHOOL
610	MOUNT BAKER ACADEMY

Below the list, there is a "Where you" field with a dropdown arrow, a "Total Records" field, and "Save" and "Cancel" buttons at the bottom right. The background of the portal shows the "Instructions" tab and the "Start >" button.

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Step 6:

Complete Steps 1 through 9. When you're finished, click *Review*.



Step 7:

Once you have verified all your information is entered correctly, click *Submit Form*.

Submit Form >

Thank you for submitting your application.

If you have any additional questions, please contact a school registrar secretary.

Acme Elementary

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Harmony Elementary

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Kendall Elementary

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