



# Directions for Online Registration

1. Parents of **Returning** Students: Go to [www.ssisd.net](http://www.ssisd.net), click on the “For Parents” tab in the upper menu bar. On the drop down menu, click on “Skyward Family Access.” Please use your Skyward Family Access login and password to complete the online registration.
2. Once logged in, click on Online Registration on the left.
3. Complete and review all fields for accuracy as the information provided will be the student’s information on file at the school.
4. Follow the directions listed in the shaded area at the top of each page.

<b>Step 1a. Verify Student Information: Student Information (Required)</b> Please complete each step 1A-1D. 1A - Verify and fill in any missing information. 1B - Please specify separate mailing address if you use a PO Box. 1C - Update phone numbers if needed. 1D - Add or change emergency contacts. Click on the add emergency contact button to add new or additional contacts. List at least one contact other than parent/guardian.	Undo	Directions for completing online registration 1. Verify Student Information <b>a. Student Information</b> b. Family Address c. Family Information
--	------	---

5. If you are not able to complete the registration process you can come back to it. Choose “Close & Finish later” at the bottom right of the page. You will get the following message:

 You have **not completed** SSSH Online Registration for

 Your changes have been **saved**.

[Go back to complete steps](#)

6. When you are ready to complete registration, you can start over at the beginning of this form. Complete any step that does **NOT** have a green check mark beside it.
7. Click *Submit* to complete the registration process for this student.
8. Parents/guardians shall receive an email confirmation that Sulphur Springs ISD has received the online registration form for this student. Please be sure to enter/verify your email address in Step 1C Family Options.
9. Parents/guardians may repeat the registration process for other siblings attending district campuses.