



Returning Student Enrollment

Ector ISD uses Ascender ParentPortal to manage information for students within Ector ISD. Ascender ParentPortal is used to update all student information, digitally upload documents required for registration, and complete forms that are required annually. This is required for all returning students to re-register for the upcoming school year.

Required Registration Documents for Returning Students: Upload to Ascender Parent Portal:

- Proof of residency
 - A recent paid rent receipt
 - HUD/Settlement Statement
 - Current Voter Registration Card
 - Most recent property tax receipt indicating home ownership
 - Contract of sale or lease agreement
 - Gas bill indicating the address and the adult's name
 - Water bill indicating the address and the adult's name
 - Electric bill indicating the address and the adult's name
- Child's Birth Certificate
- Child's Social Security Card
- Child's Immunization Records
- Driver's License of Enrolling Parent/Guardian
- Withdrawal form from previous district or district name and location
- Applicable legal documentation

Step 1:

Complete online registration using Ascender Parent Portal. You can access Parent Portal via our website www.ectorisd.net > Resources> Parents> Parent Portal

-Click **Start Registration**

Forms will require one of two actions: **View only/Download or Review and Update.**

-**View only/Download:** View the form and acknowledge that you have viewed the form. There is no information to enter. By clicking Next Form, you are confirming that you viewed the form.

-**Review and update:** Review existing student information and add or update as needed. If a field contains the Document button, this is where you will upload your proof of residency documentation.

-Click **Next Form**, continue reviewing forms, and clicking **Next Form** until you have reviewed and updated all forms.

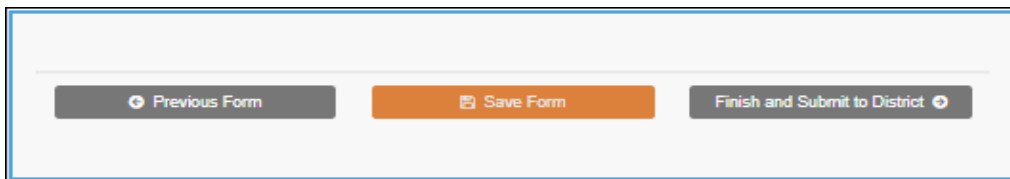
-If you are not ready to complete a form, click **Save Form** to save any information entered so far.

-If you leave ParentPortal before finishing registration updates, a **Resume Registration** button is displayed allowing you to continue where you left off.

-The list on the left side of the page displays **Pending or Complete** to indicate registration status.



-When you have viewed and entered all the required information, Click **Finish and Submit to District**.



If you have difficulties uploading documents to Ascender Parent Portal, please email the documents to marcia@ectorisdonline.org . Please include the student name and grade level in email.