

Dear Parent/Guardian:

We are excited to announce online enrollment for the upcoming **2017-2018** school year will begin **June 12**. This online process replaces nearly all paper forms that needed to be completed in the past. You will be using the PowerSchool Parent Portal to access the infosnap registration system to fill out the form and verify that your child's information is current. This form will allow you to update emergency contacts, provide medical history changes if appropriate, authorize the administration of stocked medications by the school nurse, and to agree to your child's use of technology equipment.

How do I get started?

Visit <https://starkville.powerschool.com/public> and sign in to your PowerSchool Parent Portal. Within the Parent Portal:

1. Select the student you wish to register along the top
2. Select the InfoSnap Student Registration link at the bottom left of the navigation bar
3. Enter the child's birthday and proceed.



I can't remember my login for the PowerSchool Parent Portal.

If you can't remember your login, use the "Need username and/or password help?" link on the Sign In page. You will need to use the email address that the account was created with in order to receive your login credentials. If you need further assistance recovering your login, please contact your child's school directly.

I'm trying to add a student to the Parent Portal, but I don't have an Access ID.

Please contact your child's school directly to obtain the Access ID and Password to add a student to your parent account.

Do I have to answer all the questions?

Questions marked with a red asterisk (*) are required. All other questions are optional.

What if I make a mistake?

If you would like to make a change, prior to submitting the form, you can either navigate back to the page using the "< Prev" and "Next >" buttons. Or if you are on the Review page, click on the underlined field. If you have already submitted the form, then you will need to contact your student's school, so they can make the changes for you.

I've completed the form, now what?

Once you have finished entering your information, click "Submit." This will send all of the information you've entered to the school. If you cannot click on this button, you will need to make sure that you have answered all **REQUIRED** questions.

What if I have more than one student in the district? Do I need to fill out a form for each child?

Yes. You will need to provide information that is specific for each child. We recommend that you complete and submit one form and then return to the parent portal to start the next child's form – doing this will allow you to "snap" (or share) selected family information between children which saves you time.

I'm not sure how to answer a question. I don't know what the question is asking.

You can contact your school office to ask any general questions about the form.

Help! I'm on the infosnap form and I'm having technical difficulties.

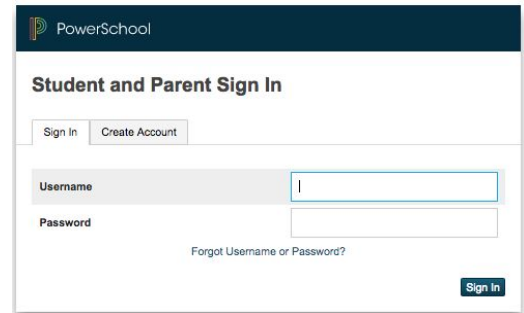
For technical support, visit infosnap.zendesk.com or click "Contact Us" from any form page.

*Through rigorous and relevant learning experiences in every classroom, the Starkville Oktibbeha School District is **sparkling** the flame of success in our students, preparing them to be college/career ready.*

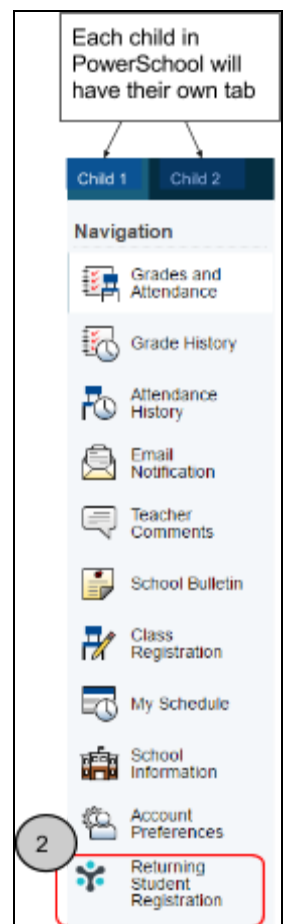
Accessing InfoSnap for Returning Student Registration through the PowerSchool Parent Portal

InfoSnap is now integrated with our PowerSchool Parent Portal, providing quick access to updating the demographic and registration information for your child. Please follow the directions below to complete.

1. Login to the PowerSchool Parent Portal using your username and password. <https://starkville.powerschool.com/public>



2. Click on the **Returning Student Registration** link at the bottom of the left-hand navigation bar (as shown in image on right) to begin updating the demographic and registration information for your child.



3. You should then be brought to a screen similar to the one below.



4. Complete all steps of registration through InfoSnap.
5. Once finished, **if you have other children**, within PowerSchool Parent Portal choose the tab for the next child and repeat steps 2 and 3. Continue this process until you have finished the registration for each of your children.