

Frequently Asked Questions

How do I register my student?

The district uses a New Student Online Enrollment process. For families who are currently active in the District and enrolling another student, please log into [Family Access](#) to enroll the new student online.

If you are a new or returning family to the District, you will click [here](#) to begin the process.

How long will it take to complete the Online Enrollment?

The process will take approximately 20-30 minutes. You can save as you go and do not have to complete it all in one sitting.

What paperwork do I need to register my new student?

You will need the following documents ready and will need to upload into the online enrollment application process. **You will also need to bring in your photo ID to the school for verification before your student's application can be approved.**

- [Certificate of Immunization Status](#) (CIS)
- Proof of birth date (birth certificate or passport)
- A utility bill (gas, water, or electric)
- ONE of the following:
 - Home purchase papers or property tax statement
 - Lease/Rental agreement (original)
 - Notarized verification of proof of residency
- Parenting Plan and/or Restraining Order (if applicable)

Why so much paperwork?

The specific paperwork required for enrollment has not changed in moving from a paper based system to this online system. State law and district policy requires that we verify the birthdate of the enrolling student, the student's proof of residency, and that the student is fully immunized (or has the appropriate exemption).

When can my student start school?

Enrollment is open for the Current Year (2018-2019). If you are registering your student after the first day of the school year, once the application has been processed and you have taken the required documents to your school, you will be provided with the start date for your student.

What grade should my student be in?

When entering your student's date of birth, the system will automatically select the appropriate grade level for your student.

Reminder: Children must be five years old by August 31, 2018, to register for the 2018-19 school year (please see [Regulation 3110](#)).

I want to register my student for the next school year, however the form puts the wrong grade in for my student. Why?

Online registration for the 2019-2020 school year will open in March, 2019. The New Student Online Enrollment form initially presumes families are registering their student for the current school year, so the grade level you see would be the grade level for the current school year (in the case of an incoming Kindergartener, the current grade level would be P4). There is no need to update the grade level, you will have the opportunity later in the form to change your enrollment request for the upcoming school year. Once you select to register for the next school year, the system will automatically update the Expected Grade Level to next year's grade level (in the case of an incoming Kindergartener, the Expected Grade Level will be K1).

How do I know which elementary school my student will attend?

All new students will enroll in their home school. To verify which school your student will attend, based on your home address, use our School and Bus Route tool called [E-LINK](#) which helps families verify their student's school and the school bus stop location nearest to their home address.

I see my information is already in Step 2, but some of it has changed. Why can't I change it?

For families who already have a student enrolled in the Issaquah School District and have logged in via Family Access, all the family information will be pulled in to the New Student Online Enrollment form for you. In the event any existing information is incorrect or has changed, only the Registrar at your student's school can change it. Please contact a school in which you have a student attending to update any incorrect information. Those corrections will automatically update for all of your children.

After submitting my online application for this year, how long will it take for my student to start school?

Please allow up to 2 to 3 school days for the school registrar to process an application for the current school year. Once the application has been processed and you have taken the required documents to your school, you will be provided with the start date for your student.

I've submitted an application for next school year, when will I hear from you again?

Please allow up to 2 – 3 weeks for the school registrar to process your next year application. You will receive an email from the registrar when your application is approved.

Note: Any applications submitted during the summer will be put on hold while the schools are closed. Applications will begin being processed when staff returns to the building in August.