

# Tutorial de Inscripción en Línea para Padres



Sistema de Información de Estudiantes  
Distrito Escolar del Condado de Manatee  
Bradenton, Florida 34205

Se recomienda reunir y escanear los siguientes documentos antes de comenzar el proceso de inscripción en línea:

[Registration Checklist](#) (Lista de Cotejo para el Registro)

El proceso de Inscripción en línea es solo para las escuelas tradicionales del Distrito Escolar del Condado de Manatee. Este proceso no es para escuelas Chárter o sitios Contratados.

El proceso de Inscripción en Línea es para estudiantes NUEVOS que nunca se han inscrito en una escuela del Distrito Escolar del Condado de Manatee. Esto sería estudiantes que nunca se han registrado en una Escuela Tradicional, Escuela Chárter, Manatee Virtual, Enseñanza en el Hogar, Beca McKay, Beca de Habilidad o “Child Find” a través de las Escuelas del Condado de Manatee.

Los padres necesitarán crear una cuenta del Portal de Padres FOCUS la cual requerirá un correo electrónico válido.

Los padres que no tengan una dirección de correo electrónico válida pueden registrar a sus hijos en persona llamando a la escuela que le corresponda de acuerdo con su dirección para hacer una cita.

Los padres que además sean empleados del Distrito Escolar del Condado de Manatee deben usar una dirección de correo electrónico personal, no su correo electrónico del Distrito Escolar del Condado de Manatee.

**\*\*Nota:** Los padres deben utilizar **Google Chrome** como su navegador de internet mientras trabajan en el sistema FOCUS.

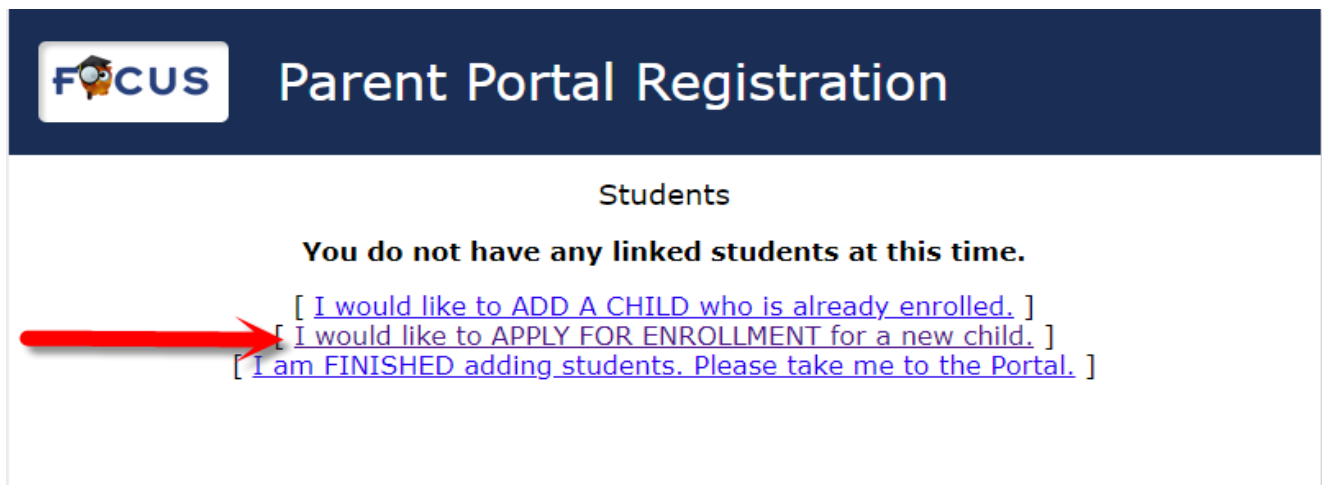
Los padres comienzan el proceso: <https://www.manateeschools.net/newstudent>

Complete los espacios > coloque marca de verificación en “I’m not a robot” (“No soy un robot”) > “Submit” (Botón de Enviar)



The screenshot shows the 'Parent Portal Registration' page. At the top, there is a dark blue header with the 'FOCUS' logo and the text 'Parent Portal Registration'. Below the header, a message reads: 'Please enter your name exactly as it appears on your driver's license as well as a valid email address:'. The form contains five input fields: 'Parent/Guardian First Name:' (Required), 'Parent/Guardian Last Name:' (Required), 'Email Address:' (Required), 'Create Password:' (Minimum 8 characters), and 'Retype Password:' (Required). Below the fields is a checkbox labeled 'I'm not a robot' with a CAPTCHA icon and a 'Submit' button.

Seleccione “[I would like to APPLY FOR ENROLLMENT for a new child.]” (“Me gustaría SOLICITAR LA INSCRIPCIÓN de un estudiante nuevo”)



The screenshot shows the 'Students' section of the registration page. It features the 'FOCUS' logo and the text 'Parent Portal Registration' in a dark blue header. Below the header, the word 'Students' is centered. A message states: 'You do not have any linked students at this time.' Below this message are three blue hyperlinks: '[ I would like to ADD A CHILD who is already enrolled. ]', '[ I would like to APPLY FOR ENROLLMENT for a new child. ]', and '[ I am FINISHED adding students. Please take me to the Portal. ]'. A red arrow points to the second link, '[ I would like to APPLY FOR ENROLLMENT for a new child. ]'.

“Read Content > Complete the fields > Begin Application (button)”  
[Lea el contenido > Complete los espacios > Comience la solicitud (botón)]

Los espacios requeridos son representados con un asterisco “”



**Apply for Enrollment**  
School District of Manatee County Training

### Online Registration

Enroll Student New to Manatee County Public Schools  
first time student; from Private School/out of County/out of State

If your child has ever been enrolled in a Manatee County Public School including:  
SDMC Traditional Schools  
Charter Schools  
Child Find (ESE Services)  
Contracted/Alternative Schools  
Empowerment Scholarship School  
Home School  
Manatee Virtual  
McKay School  
Teen Parent Services  
VPK  
your child already has a Manatee County Student ID

**STOP**

To confirm whether your child has a Manatee County Student ID number, contact the Office of Student Assignment (OSA)  
941-708-4971 x 42000  
studentassignment@manateeschools.net

Change Page to: English [EN]

Return to the Parent Portal Registration

Application for New Students | Continue Application

All fields marked with an asterisk (\*) are required.

Student's First Name:

Student's Last Name:


Student's Birthdate:

Language: English [EN]

Form Type: Online Registration

Begin Application

Solicitud de Inscripción Página 1 / 7 – La lista de cotejo de información para inscribir se mostrará. “Read Content” (Lea el contenido) > “Next Page” (Próxima Página) (botón)



## Apply for Enrollment

Online Registration

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Covid-19 alert: A new student registration system has been implemented to better assist you with registering your student online without the need to visit district schools in-person. Be prepared to upload the required documents in order to complete your student registration. Physical and Immunization Certificates may be submitted later if there are issues receiving from their doctor. However, they will need to be submitted before they are physically at a district school.

### REGISTRATION REQUIREMENTS

DOCUMENTS CHECKLIST

You MUST have ALL required documents submitted to enrolling school registrar in order to successfully complete the registration process.

- PARENT/LEGAL GUARDIAN PHOTO IDENTIFICATION**  
Parent/legal guardian who registers a student must present valid photo ID at time of registration.
- OFFICIAL BIRTH CERTIFICATE (OR PASSPORT\*)**  
Birth certificate must have official seal from state/country where it was issued.  
**KINDERGARTEN** – Florida Statute 1003.21 requires a child be five (5) years old on or before September 1<sup>st</sup> of school. Example – If the student is scheduled to begin school on August 10, 2020, then the date of the physical must be dated August 10, 2019 or later.  
\*Parents who provide a **passport** for proof of age must also provide documentation of proof of parentage, proof of legal custody and/or guardianship, or any other evidence that one is a parent as that term is defined under F.S. 1000.21(8). In the event that such documentation is not available, the person registering the child must present, at the time of registration, an affidavit sworn to by the parent, that he/she is the parent, legal guardian, or otherwise as defined by the statute above.
- PHYSICAL EXAMINATION**
  - (DH-3040 or equivalent) must have been completed and dated within 12 months of the child's first day of school. Example – If the student is scheduled to begin school on August 10, 2020, then the date of the physical must be dated August 10, 2019 or later.
  - Must have been completed in the United States.
- FLORIDA IMMUNIZATION FORM**  
Immunization Record must be on a Florida Form (DH 680 Form)  
\*Contact a medical provider (doctor/clinic) for a school physical exam (DH-3040) and/or information about transferring current out of state/country immunization record to FL Form (DH 680)  
- **Manatee County Health Department- 410 8th Avenue E. Bradenton, (941)748-0747**  
- **Manatee Rural Health Clinics- multiple county wide locations, (941)708-8700**
- SOCIAL SECURITY CARD** (if available)
- PROOF OF ADDRESS**  
Provide **ONE (1)** of the following:
  - Current Manatee County Property Tax Notice (may require additional verification)
  - Home Purchase Contract in Manatee County, specified closing date  
o A copy of the deed to be provided within 30 days of closing date.
  - Current mortgage statement.
  - A current rental or lease agreement.
  - Copy of Migrant Services Certificate of Eligibility.**AND TWO (2)** of the following:
  - Current Florida driver's license or Florida Identification Card.
  - Automobile insurance (last two statements)
  - Current electric billing statement, water bill, cable bill or landline phone bill (last two statements)
  - If no bills/mail in enrolling parent name are available, processed USPS change of address documentation AND a [Verified Address Verification Letter](#), signed by the owner/lessee of the residence listing names of all people residing at the address accompanied by a current utility bill (power or water) with the owner/lessee's name and address AND one other proof of address in the owner/lessee's name from the list above.

\*If unable to get any of these, please contact [Project Heat](#).

- PROOF OF CUSTODY** (if applicable)  
Court documentation is required if parental names/legal custody differs from the birth certificate.
- REPORT CARD/RECORDS FROM PREVIOUS SCHOOL**  
Court documentation is required if parental names/legal custody differs from the birth certificate.
  - **HIGH SCHOOL** (09-12) – official transcript from previous school (official/sealed preferred)
  - **MIDDLE SCHOOL** (06-08) – official transcript from previous school (official/sealed preferred)
  - **ELEMENTARY SCHOOL** (KG-05) – final/last report card and/or a copy of withdrawal form.
  - **1<sup>ST</sup> GRADE PLACEMENT** – Florida Statute 1003.21 requires proof of satisfactory completion of KG.
- COPY OF IEP/504 PLAN** (if applicable)  
Copy of Individual Education Plan (IEP) if child is in a Special Education Program or copy of a Section 504 Plan.  
Florida Law states that whoever knowingly provides false information, in writing, to a public servant in the performance of his or her duties, commits a second degree misdemeanor punishable by a fine of up to \$500.

Next Page
  
Save and Continue Later

Los padres tienen la opción de “[‘Save and Continue Later’ from this point forward]” (Guardar y Continuar Después de aquí en adelante). Si selecciona esta opción, cuando el padre inicie sesión nuevamente, seleccione la pestaña “Continue Application” (Continúe la Solicitud).



Los padres tienen 30 días para completar la Inscripción en Línea. Necesitará comenzar el proceso desde el principio si es después.

Solicitud de Inscripción Página 2 / 7 “Answer the question” > “Next Page (button)”  
[Responder a la pregunta > Próxima Página (botón)]

**Apply for Enrollment**  
Online Registration

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Has this student ever been enrolled in a Manatee County Public School including: SDMC Traditional Schools, Charter Schools, Manatee Virtual, Home School, McKay School, Empowerment Scholarship School, VPK, Child Find (ESE Services), and/or Teen Parent Services?\*

N/A  
N/A  
No  
Yes

Previous Page Next Page  
Save and Continue Later

Si la respuesta es ‘Yes’ (Sí) por favor comuníquese con la “Office of Student Assignment” (Oficina de Asignación de Estudiantes):

**Apply for Enrollment**  
Online Registration

Page 2 / 7

Has this student ever been enrolled in a Manatee County Public School including: SDMC Traditional Schools, Charter Schools, Manatee Virtual, Home School, McKay School, Empowerment Scholarship School, VPK, Child Find (ESE Services), and/or Teen Parent Services?\*

Yes

**STOP!!**

**Do Not Submit this Online Registration form if your child has a Manatee County Student ID number already assigned to them. There is a re-enrollment form available to submit instead.**

To confirm whether your child has a Manatee County Student ID number contact the Office of Student Assignment:

- [studentassignment@manateeschools.net](mailto:studentassignment@manateeschools.net)
- (941)708-4971 ext 42000

Previous Page Next Page  
Save and Continue Later

Solicitud de Inscripción Página 3 / 7 – “Read content > Next Page (button)”  
[Lea el contenido > Próxima Página (botón)]

**Apply for Enrollment**  
Online Registration  
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**Please enter the information carefully. The information you provide will be received exactly as entered.**

- Use full legal names, first, middle and last as printed on your child's official birth certificate.
- Complete each item.
- Once you submit your child's Online Registration form, you will receive a pre-registration confirmation email.

**Directions:**

- Required fields on each page are marked with a red asterisk (\*). You will not be able to continue with the form until the required fields are completed.
- After completing each page, select the **Next Page** button at the bottom to continue to the next section of the form. If you need to return to a previous section of the form, use the **Previous Page** button at the bottom of each page.
- You can use the **Save and Continue Later** button to save your form. You may then log out and return to complete the pre-registration form at a later time.
- When you return to the form use the "Continue Application" tab on the application log in site. Enter the **user name** and **password** you used to create the application to log in and return to your saved form.
- Once you have completed the entire form and are ready to submit it select **Submit and Finish** form on the final page of the form.
- Forms that are incomplete or not submitted and finished as described above risk delay in review and registration.

The School District of Maricopa County does not discriminate on the basis of race, color, national origin, gender, age, ability or marital status in its education programs, services, activities, or in its hiring or employment practices.

[Previous Page](#) [Next Page](#)  
[Save and Continue Later](#)

Solicitud de Inscripción Página 4 / 7 – “Complete fields / answer questions”  
[Complete los espacios / responda a las preguntas]

**Apply for Enrollment**  
Online Registration  
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This registration is for school year:   
2019-2020  
2020-2021

This registration is for grade:   
KG  
01  
02  
03  
04  
05  
06  
07  
08  
09  
10  
11  
12

First Name:

Middle Name:

Last Name:

Suffix:

Solicitud de Inscripción Página 4 / 7 (continuación) – “Read Content / Complete fields / answer questions / Upload documents > Next Page (button)”  
 [Lea el Contenido / Complete los espacios / Responda a las preguntas / Subir los documentos > Próxima Página (botón)]

Gender:  (dropdown menu open showing: N/A, Male[M], Female[F])

Birthdate:

**Upload copy of birth certificate or other acceptable proof of date of birth.**

- OFFICIAL BIRTH CERTIFICATE (OR PASSPORT?) Birth certificate must have official seal from state/country where it was issued.
- KINDERGARTEN - Florida Statute 1003.21 requires a child be five (5) years old on or before September 1st.

\*Parents who provide a passport for proof of age must also provide documentation of proof of parentage, proof of legal custody and/or guardianship, or any other evidence that one is a parent as that term is defined under F.S. 1000.21(5). In the event that such documentation is not available, the person registering the child must present, at the time of registration, an affidavit sworn to by the parent, that he/she is the parent, legal guardian, or otherwise as defined by the statute above.

Age/Birth Documentation:  Scan | Upload

Age/Birth Verification:  (dropdown menu open showing: N/A, Certified Copy of Birth Certificate, Baptismal Certificate, Bible Record w/Sworn Statement, Insurance Policy (min 2 yrs in force), Parent Sworn Affidavit & Medical Exam, Passport or Cert of Arrival, School Record at Least 4 yrs prior, Verification from Out-of-State Transfer)

Birthplace - City:

Birthplace - State:  (dropdown)

Birthplace - Country:  (dropdown)

Is Student of Hispanic, Latino or Spanish origin?  (dropdown)

Race: White:  (dropdown)

Race: Black or African American:  (dropdown)

Race: Asian:  (dropdown)

Race: American Indian or Alaska Native:  (dropdown)

Race: Native Hawaiian or Other Pacific Islander:  (dropdown)

**Answering "yes" to one or more of the Home Language Survey questions will require your child to be screened for English language proficiency and may result in his/her eligibility for ESOL services.**

Is a language other than English used in the home?  If answer is yes, then the next field will open to answer

If yes, what language?  (dropdown)

Is there a first language other than English?  If answer is yes, then the next field will open to answer

If yes, what language?  (dropdown)

Does student most frequently speak language other than English?  If answer is yes, then the next field will open to answer

If yes, what language?  (dropdown)

Because you answered "yes" to one of the previous three questions, please indicate date student entered school in the U.S. for the first time. If 2020-2021 will be the first time in school, please use 08/10/2020 as the entry date.

(dropdown)  (dropdown)  (dropdown)

Mouse over bottom right of the field to view “Scan | Upload” option



Solicitud de Inscripción Página 5 / 7 – “Read Content / Complete fields / answer questions / Upload documents > Save (button)”  
 [Lea el Contenido / Complete los espacios / Responda a las preguntas / Subir los documentos > Guardar (botón)]

Title	Type	Code	Phone Number
El Balanz (0051)	Elementary School	0051	(842) 714-2000
MS King (0611)	Middle School	0611	(842) 714-2000
MS Manatee (0181)	High School	0181	(842) 714-2000

Solicitud de Inscripción Página 5 / 7 (continuación) – “Read Content / Complete fields / answer questions / Upload documents > Save (button)”  
 [Lea el Contenido / Complete los espacios / Responda a las preguntas / Subir los documentos > Guardar (botón)]

**New Contact**

Add yourself as the first contact, add additional contacts as needed.

Enter Other Relationship

**Options**  
 Custody  
 Emergency  
 Pick Up  
 - 1 + Contact's Priority

**Phone & Contact Details:** Enter phone number(s) and other details for this contact. Multiple entries can be saved by pressing the ENTER key on your computer.

Contact Type	Phone Number / Value	Detail Priority	Options

**Contact Address** Click to move this contact to a different address.

215 MANATEE AVE W  
 BRADENTON, FL 34205

No Address

**Address**  
 215 MANATEE AVE W  
 BRADENTON, FL 34205  
 Contacts at this Address

- #1 - Doe Jane

**PARENT/LEGAL GUARDIAN PHOTO IDENTIFICATION**  
 Parent/legal guardian who registers a student must present valid photo ID at time of registration.

Parent/Legal Guardian Photo Identification Upload:

**PROOF OF ADDRESS**

Provide ONE (1) of the following:

- Current Manatee County Property Tax Notice (may require additional verification)
- Home Purchase Contract in Manatee County, specified closing date or A copy of the deed to be provided within 30 days of closing date
- Current mortgage statement
- A current rental or lease agreement
- Copy of Migrant Services Certificate of Eligibility

AND TWO (2) of the following:

- Current Florida driver's license or Florida Identification Card
- Automobile insurance (last two statements)
- Current electric billing statement, water bill, cable bill or landline phone bill (last two statements)
- If no bills/invoice in enrolling parent name are available, processed USPS change of address documentation AND a notarized Address Verification Letter signed by the owner/lessee of the residence listing names of all people residing at the address accompanied by a current utility bill (power or water) with the owner/lessee's name and address AND one other proof of address in the owner/lessee's name from the list above.

**\*If unable to get any of these, please contact Project Heart.**

**Questions/Concerns? Contact the Office of Student Assignment:**  
 • studentassignment@manateeschools.net  
 • (941) 708-4971 x 42000

Proof of Address (Tax notice/home purchase contract/mortgage stmt/rental agreement/Mig Serv Cert of Elig):

Current Address Verification 1 (utility bill/insurance/processed USPS change of address doc):

Current Address Verification 2 (utility bill/insurance/notarized Address Verification Letter):

Current Address Verification 3 (Other proof of address in the owner/lessee's name):

Solicitud de Inscripción Página 5 / 7 (continuación) – “Read Content / Complete fields / answer questions / Upload documents > Next Page (button)”  
[Lea el Contenido / Complete los espacios / Responda a las preguntas / Subir los documentos > Próxima Página (botón)]

Student resides at address with:

- N/A
- Both parents
- Mother
- Father
- Out of Home/Foster Home
- Other

Did you move into/within Manatee County as a result of a natural disaster? Specify:

Hurricane

If moved because of natural disaster, did the old school close?

N/A

Moved in the last 3 years due to working in agriculture, fishing or dairy activities?

N/A

**Student Housing Questionnaire- Project HEART-McKinney Vento Application**

This questionnaire is intended to address the McKinney-Vento Act 42 U.S.C. 11435. The answers to this housing information help determine the services the student may be eligible to receive.

Click to check yes if current address is a temporary living arrangement.

Click to check yes if the temporary living arrangement is due to loss of housing or economic hardship.


Preferred transportation:

- N/A
- Walk
- Bike
- Car Rider
- School Bus
- Day care

Previous Page Next Page

Save and Continue Later

Solicitud de Inscripción Página 6 / 7 – “Read Content / Complete fields / answer questions / Upload documents > Save (button)”  
 [Lea el Contenido / Complete los espacios / Responda a las preguntas / Subir los documentos > Guardar (botón)]



## Apply for Enrollment

Online Registration

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### REPORT CARD/RECORDS FROM PREVIOUS SCHOOL

- HIGH SCHOOL (09-12) – official transcript from previous school (official/sealed preferred)
- MIDDLE SCHOOL (06-08) – official transcript from previous school (official/sealed preferred)
- ELEMENTARY SCHOOL (KG-05) – final/last report card and/or a copy of withdrawal form
- 1ST GRADE PLACEMENT – Florida Statute 1003.21 requires proof of satisfactory completion of KG
- COPY OF IEP/504 PLAN (if applicable)
- Copy of Individual Education Plan (IEP) if child is in a Special Education Program or copy of a Section 504 Plan

Florida Law states that whoever knowingly provides false information, in writing, to a public servant in the performance of his or her duties commits a second degree misdemeanor punishable by a fine of up to \$500.

**LAST SCHOOL ATTENDED (If none, state NONE in the School Name field and save)**

Required:

Enrollment Date	School Name	Street Address	City, State, Zip	Phone	Fax

Click to check yes if student  has ever attended another

If answer is yes, then the next field will open

or the following programs:  
Check all that apply:

- Specific Learning Disability
- Emotional/Behavioral Disability
- Orthopedically Impaired
- Deaf or Hard of Hearing
- Other Health Impaired
- 504 Plan
- ESOL
- Speech Impaired
- Language Impaired
- Visually Impaired
- Traumatic Brain Injured
- Dual Sensory Impaired
- Autism Spectrum Disorder
- Developmentally Delayed
- Intellectual Disability
- Occupational Therapy
- Physical Therapy
- Alternative Ed - Please specify

Program Documentation Upload:  Scan | Upload

Previous Report card/Transcript Upload - parent provided:  Scan | Upload

#### Florida Statute 1006.07(1)(b) requires that you provide the following information:

Has student been expelled (not suspended) from a school?  If answer is yes, then the next field will open

Explain Expulsion:

Has the student had an arrest resulting in a charge?  If answer is yes, then the next field will open

Explain - Arrest:

Has the student been involved in the Juvenile Justice system?  If answer is yes, then the next field will open

Explain - Juvenile Justice:

Referred for mental health services?  If answer is yes, then the next field will open

Explain mental health referral:

Solicitud de Inscripción Página 6 / 7 (continuación) – “Read Content / Complete fields / answer questions / Upload documents > Next Page (button)”  
 [Lea el Contenido / Complete los espacios / Responda a las preguntas / Subir los documentos > Próxima Página (botón)]

**Collection of Student Social Security Numbers**

Section 1008.386, F.S. requires school districts to request a social security number for each student in grades PK-Adult who enroll or are enrolled in school. However, a student is **NOT** required to provide his or her social security number as a condition of enrollment or graduation. 2008.386 Social security numbers used as student identification numbers—Each district school board shall request that each student enrolled in a public school in this state provide his or her social security number. Each school district shall use social security numbers as student identification numbers in the management information system maintained by the school district. However, a student is not required to provide his or her social security number as a condition for enrollment or graduation. A student satisfies this requirement by presenting to school enrollment officials his or her social security card or a copy of the card. The school district shall include the social security number in the student's permanent records and shall indicate if the student identification number is not a social security number. The Commissioner of Education shall provide assistance to school districts to assure that the assignment of student identification numbers other than social security numbers is kept to a minimum and to avoid duplication of any student identification number.

The collected social security number may be used for all or some of the following purposes:

1. Registration and tracking of students, including State Reporting
2. Local Accountability
3. FASTER
4. Migrant Tracking

Instructions: Please answer below to indicate your choice.

SSN will be given:


Social Security Number:

ONLY ENTER NUMBERS.  
NO HYPHENS:

SSN Documentation Upload:

*If answer is yes, then the next field will open to answer*

Solicitud de Inscripción Página 7 / 7 – “Read Content / Complete fields > Submit and Finish (button)”  
 [Lea el Contenido / Complete los espacios > Enviar y Terminar (botón)]

 **Apply for Enrollment** Page 7 / 7  
 Online Registration

**Enrolling parent must read and sign this section.**  
 Pursuant to section 837.06, FL Statutes (2008), whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his/her official duty shall be guilty of a misdemeanor of the second degree. I hereby certify that I have custody of my child at least 50% of the time and that I have read all information on this form and that all answers I have given are true and correct.

Click to check yes, I have read  Enrolling Parent disclosure statement and agree the information given is true and correct.

Enrolling Parent/Guardian Printed Full Legal Name:

*By clicking "Submit and Finish" you are electronically signing this online registration form.*

*If answer is yes, then the next field will open*

Al finalizar la solicitud los padres recibirán el siguiente correo electrónico:

From: noreply=focus-sis.org@mg.focus-sis.com [mailto:noreply=focus-sis.org@mg.focus-sis.com] On Behalf Of School District of Manatee County  
Sent: Tuesday, April 21, 2020 1:56 PM  
To: [REDACTED]  
Subject: Online Registration Submitted

Dear Parent/Guardian,

This is to confirm that your Online Registration Form has been submitted. The zone assigned school registrar will contact you with further instructions to finalize your child's registration and review details for their first day of school.

Thank you,

School District of Manatee County

"Florida has a very broad Public Records Law. Virtually all written communications to or from School District Personnel are public records available to the public and media upon request. E-mail sent or received on the School District system will be considered public and will only be withheld from disclosure if deemed confidential pursuant to State Law."

El /La Registrador/a de la escuela de su zona recibirá un aviso indicando que el estudiante ha sido inscrito, ellos revisarán todos los documentos. El /La Registrador/a se comunicará con el padre para solicitarle más información o documentos si es necesario. Una vez el estudiante ha sido registrado exitosamente con el Distrito Escolar del Condado de Manatee el padre recibirá un correo electrónico como este:



School District of Manatee County - Online Enrollment Confirmation

**School Name**  
**Address**  
**Phone Number**

Dear Parent/Guardian,

The School District of Manatee County is pleased to notify you that your student has been successfully registered per your Online Registration application and the documents you provided.

We look forward to a positive academic experience with your child and having your family as a part of our community.


We are expecting to see **Student Name** start attending grade level: **on** **at**  
Please report to the front desk for further direction.  
Please contact the school if this is not correct.

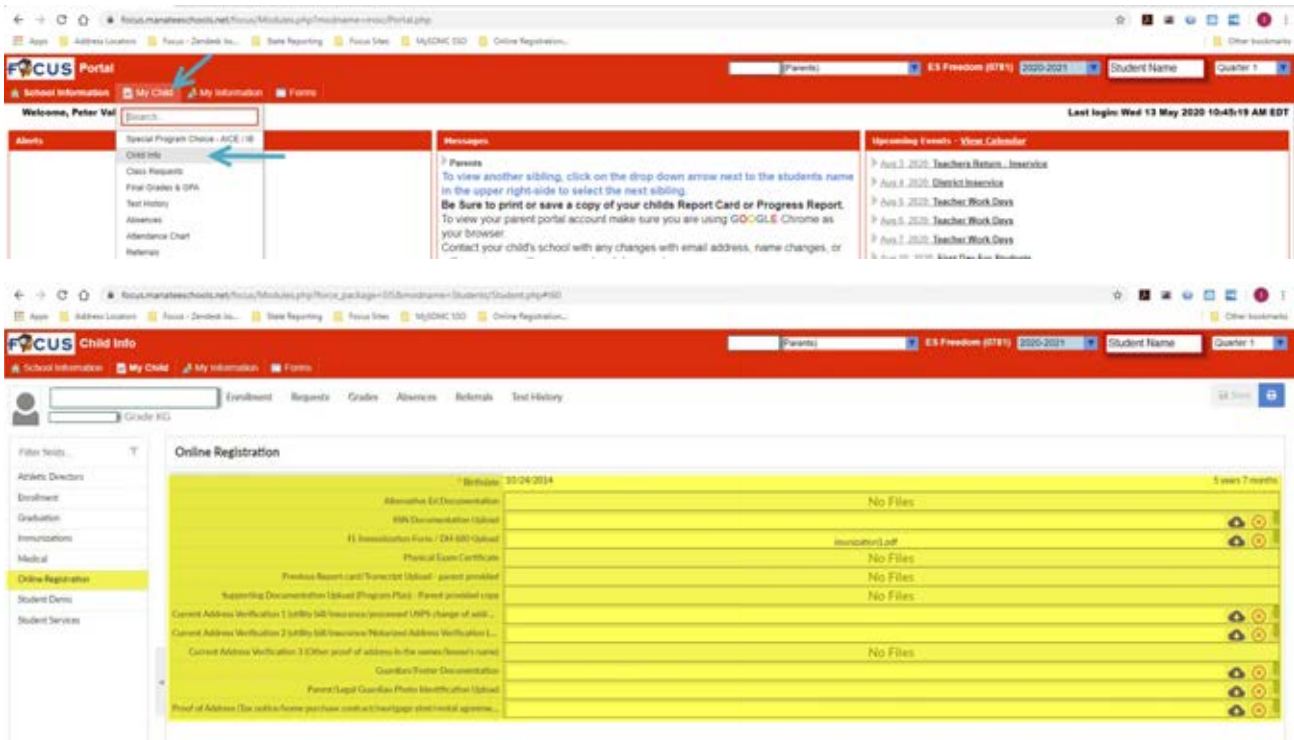
Sincerely,

**Principal Name**  
**Web Address**

El recibo de este correo electrónico es la notificación que su hijo ha sido registrado correctamente en la escuela asignada.

En el caso de que el/la registrador se comunique para pedirle documentos adicionales, inicie la sesión en su cuenta del Portal de Padres y navegue hasta el año escolar en que su hijo será registrado (esquina derecha superior) > seleccione el nombre del niño > seleccione “My Child” (Mi niño) > seleccione “Child Info” (Información del niño) >

seleccione “Online Registration” (Registación en Línea) > borre  y añada los documentos según sea necesario > “Save” (Guardé) (botón). Notifique al Registrador/a que terminado de actualizar los documentos.



Los padres que estén teniendo dificultades con la inscripción en línea pueden comunicarse con la Oficina de Asignación de Estudiantes.

(941) 708-4971 X42000

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