➔ BEFORE YOU START: Select a Language

Parents/guardians may select their preferred language in the upper-right corner of the screen.

Language: English ▾

Select your preferred language.

Pre-Enrollment

Jurupa Unified Pre-Enrollment

Welcome to Jurupa Unified School District Pre-Enrollment

Parents/guardians are encouraged to complete the Pre-Enrollment application to register a **new** student to Jurupa Unified. Please use this application to provide information about your household and your

➔ Starting a New Pre-Enrollment Form

1. Select **Start a New Pre-Enrollment** to begin. Enter a valid email address and create a password.

2. Click **Continue**.

> ❓ *Don't have an email address? Sign up for a free email account by going to www.gmail.com.*

Login

⚪ Continue a Pre-Enrollment in Progress
🔘 Start a New Pre-Enrollment

Please enter the following information, and click "Continue"

Email: an▮▮▮▮▮▮▮▮▮▮
Note: Password must contain at least 5 characters
Password: ●●●●●●●●
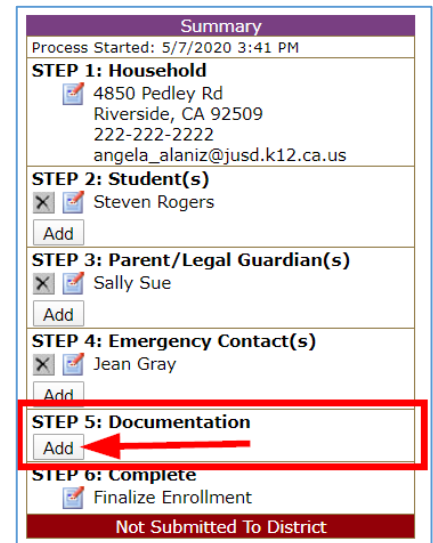Re-enter PW: ●●●●●●●●

➔ Continue
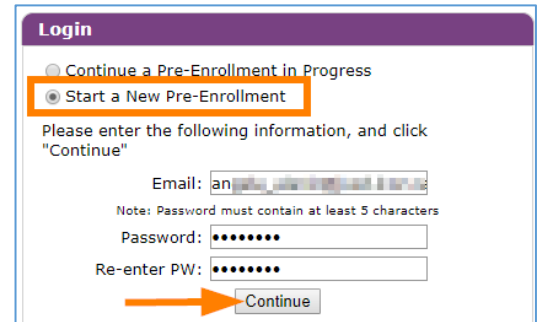
➔ Filling Out the Form

1. First, complete **STEP 1: Household**.
2. After completing the household information you will be able to add your child's information (**STEP 2**), primary contacts (**STEP 3**), emergency contacts (**STEP 4**), and submit documentation (**STEP 5**).

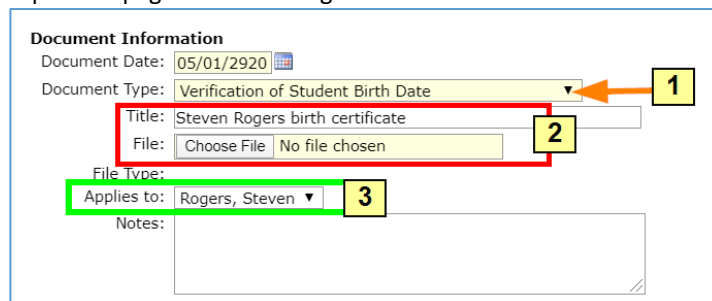**Click the** Add **button to add students or contacts.**

To edit an existing entry, click the edit icon 📝 **next to the item you need to edit.**

To delete an existing entry, click the X icon ✖ **next to the item to delete.**

Summary

Process Started: 5/7/2020 3:41 PM
STEP 1: Household
📝 4850 Pedley Rd
Riverside, CA 92509
222-222-2222
angela_alaniz@jusd.k12.ca.us
STEP 2: Student(s)
✖ 📝 Steven Rogers
Add
STEP 3: Parent/Legal Guardian(s)
✖ 📝 Sally Sue
Add
STEP 4: Emergency Contact(s)
✖ 📝 Jean Gray
Add
STEP 5: Documentation
Add
STEP 6: Complete
📝 Finalize Enrollment
Not Submitted To District

➔ Submitting Documentation (STEP 5)

1. Select the **document type** you are uploading.
2. Enter the title of the document (such as "Steven Rogers birth certificate"). Press the **Choose File** button to select the file on your device.
3. Select if the document applies to a student or the household.
4. Click **Submit** on the top of the page before adding the next document.

Document Information
Document Date: 05/01/2920 📅
Document Type: Verification of Student Birth Date ▾ — **1**
Title: Steven Rogers birth certificate — **2**
File: Choose File | No file chosen
File Type:
Applies to: Rogers, Steven ▾ — **3**
Notes:

You must click the Add **button on the left to submit each required document and repeat steps shown above.**

Submit the Form to the District (STEP 6)

⚠️ *This final step **must** be completed to successfully submit your child's information to the district.*

1. When you are ready to submit the form, select **Finalize Enrollment** on the left.

2. Click the **Submit Completed Pre-Enrollment** button to submit your child's information to the district.

[Submit Completed Pre-Enrollment]

To verify the form was submitted successfully a date and time will appear at the bottom left under STEP 5 (Finalize Enrollment).

Summary

Process Started: 5/7/2020 3:41 PM

STEP 1: Household
4850 Pedley Rd
Riverside, CA 92509
222-222-2222
angela_alaniz@jusd.k12.ca.us

STEP 2: Student(s)
X Steven Rogers
[Add]

STEP 3: Parent/Legal Guardian(s)
X Sally Sue
X Jimmy John
[Add]

STEP 4: Emergency Contact(s)
X Jean Gray
[Add]

STEP 5: Documentation
X Verification of Student Birth Date: Steven Rogers birth certificate
X Original Physical Examination: Steven Rogers health exam
X Verification of Immunizations: Steven immunizations
X Verification of Last School attend/Student Grades: Steven's last report card
X Verification of Residency: My utility bill
X Verification of Parent/Guardian Identity: Sally Sue parent ID
X Verification of Parent/Guardian Identity: Jimmy John parent ID
[Add]

STEP 6: Complete
Finalize Enrollment
Submitted: 5/19/2020 2:20 PM
Printed: 5/19/2020 2:21 PM

Frequently Asked Questions

You filled out your Pre-Enrollment form and submitted it. What happens next? Check to see whether your form has been submitted successfully and learn about what to expect after you submit the Pre-Enrollment form for JUSD.

❖ **Where does my information go once I submit it?**
The information is stored electronically until you meet with an enrollment clerk at the JUSD Parent Center to complete the registration.

❖ **How can I check to see whether my form has been submitted successfully to JUSD?**
The registration center will not see your enrollment information until you complete the final step in the Pre-Enrollment form. The application must be submitted using the "Submit Completed Pre-Enrollment" button. *(See section called "Submit the Form to the District" in the Guide to Pre-Enrollment handout.)*

❖ **Who will I hear from, and when?**
Now that your child's enrollment data has been submitted, documentation must be provided to complete their enrollment. Bring with you the required documentation when you visit the Parent Center to finalize your child's enrollment.

❖ **What if I made a mistake on my form? How do I correct it?**
If you made a mistake on the form or if you are unable to complete the form in one sitting you may log out and resume the form at a later time (before visiting the Parent Center).

❖ **Can I update the information on my form if my situation has changed since I submitted it?**
You may continue working on the pre-enrollment form before you meet with an enrollment clerk. Be sure to re-submit the form again by clicking the "Submit Completed Pre-Enrollment Form" in STEP 5 of the form. *(See section called "Submit the Form to the District" in the Guide to Online Pre-Enrollment handout.)*

❖ **What if I forgot my password?**
Your password can be emailed to you. In the login screen select *Continue a Pre-Enrollment in Progress* and select the "Forgot Your Password?" link. In the next screen you will be prompted to enter your email address.
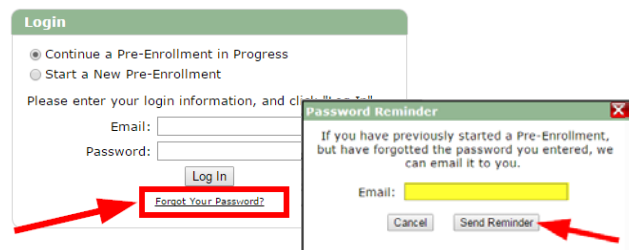
❖ **Should I fill out an application if my child is <u>currently</u> attending JUSD?**
No. The Pre-Enrollment application is for NEW students. Please only submit a form for students who are <u>not</u> already attending a Jurupa Unified school.

❖ **I submitted an application but my child will no longer be attending JUSD. What should I do?**
Contact the JUSD Parent Center.

For all other questions please contact the JUSD Parent Center at 951-416-1200.