

Seguin ISD - Technology Department  
Online Registration Support Document

**How to Create a Parent Self-Serve Account**

[Existing Users select Click here to Log in](#)

Returning students will go through the Parent Portal to access registration.

## New Users

Use this option if you have NEVER had a family member enrolled at Seguin ISD. You will create an account with the system and go through the online forms.

**This is only for new families who are first time enrolling at Seguin ISD.**

Click the button below to get started.

**Brand New to Seguin ISD?**

**START HERE**

To register and be authenticated, you must enter the following information:

Parent/Guardian First name and Last name

Email Address

Home Address

Phone Number

The screenshot shows a web form titled "Register New User" with the sub-header "Enrolling Parent/Guardian". The form contains the following fields and options:

- First Name\* (text input)
- Last Name\* (text input)
- Email\* (text input)
- Private? (checkbox)
- Home Address\* (text input)
- Private? (checkbox)
- Address Line 1\* (text input)
- Unit/Apt # (text input)
- Zip\* (text input)
- City\* (text input)
- State\* (dropdown menu)
- Phone (text input)

Below the form, there is a note: "Please enter Home Address. The home address must be in district boundaries."

Click Submit when finished

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You will be prompted to create a user ID (make it unique ex. cervantes2010) and a password (make it unique) with a security question/answer of your creation for validation in the event of a forgotten password.

Create User

Create Login: Password must contain at least one number, one uppercase letter, one lowercase letter.

User ID \*

Password \*

Retype Password \*

Security Question \*

Security Answer \*

Click Submit when finished.

**\*Remember this login information because you will use this login every year to register your student(s).**

Click Continue when this window pops up.

This will take you to the home screen where you will enter the Username and Password you

Success

User registration completed. Click Continue to proceed to login page.

Continue

just created to begin the online registration process.



### Welcome!

Seguin Independent School District  
Online Registration

Parents and guardians of students are able to register students online for this coming school year. This system will assist parents by limiting the time of filling out multiple copies of forms for each child. Once signed into the system, parents will be able to view their children's information, add additional contacts for emergency, and add emergency information relating to health conditions and allergies. Parents are strongly encouraged to complete this online registration before the first day of school.

NEW FAMILIES CAN CLICK THE REGISTER NEW USER LINK AT THE BOTTOM. AFTER YOU CREATE THE ACCOUNT LOGIN WITH THE USER ID AND PASSWORD YOU CREATED.

IMPORTANT NOTE: This is Step 1 of a two step process. Parents and Guardians are still required to get their residency verified at the student's campus.

Language  
English

User ID \*

Password \*

Login Forgot User ID Forgot Password Button

[Register New User](#)

If you have difficulty registering or your account does not display all of your children, please send an email to [sidgrades@seguin.k12.tx.us](mailto:sidgrades@seguin.k12.tx.us).