

Current Student Online Registration

It is important to complete the entire online registration process for your child(ren).

BEFORE adding a kindergarten student, please contact the elementary school office at 636-937-4063 to have "Quick Registration" processed.

If you do not have internet access or a device, please contact the elementary school office at 636-937-4063. Computers are during normal business hours for your convenience.

If uploading documents- Proof of residency is now an annual requirement for all students. Please have documents saved on your device or on the computer. If you cannot upload the documents, please bring those documents to your screening appointment. If you do not have a screening appointment, please contact the elementary office to set up a time that you can bring the document to the school.

Step 1. Login to Parent Portal <https://sis.festus.k12.mo.us/FE360x3/parent>

Step 2. Click View on yellow highlighted bar

Online Registration must be completed for 2022-2023 Regular School Year **View**

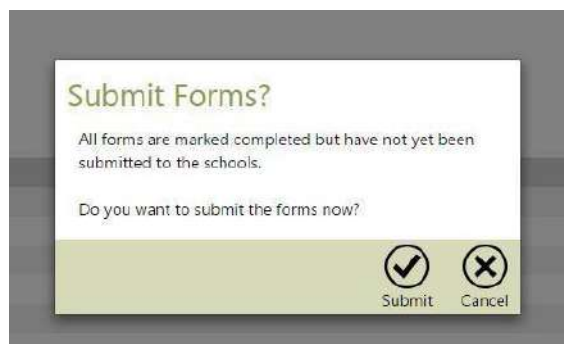
You will notice some forms are listed as 'Family' and 'Student'. Family Forms change the information for all students listed in your family. Student Forms will only change data for the individual student. The students will be listed separately. Only students who are enrolled will show. Contact the school office if a student is missing. DO NOT select submit.

Step 3. Select **EDIT** to complete the form

Step 4. Select **'I have completed this form'** before moving to the next form. Use the arrow buttons on the form to move to the next screen. Please Do NOT use the normal internet arrow buttons, internet arrow buttons may kick you off the portal.



Step 5. Once the forms have been marked 'completed' on the main registration page the 'Submit Forms' option will appear. Choose Submit if finished. DO NOT choose to submit if a student is missing on the registration list.



Step 6. The following will appear if the submission was successfully completed.



If you have questions or are having difficulty filling out the forms, please contact the Elementary office (636-937-4063) or Paula Cox at 636-933-9847 or email coxpaula@festusedu.com for assistance.