

Washington Latin PCS Returning Student Enrollment





STEP 1

Login to your existing PowerSchool Account at <https://latinpcs.powerschool.com/public/home.html>

A screenshot of the PowerSchool SIS Parent Sign In page. The page has a dark blue header with the PowerSchool SIS logo. Below the header, the title "Parent Sign In" is displayed. There are two buttons: "Sign In" and "Create Account". Below these buttons are two input fields: "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is positioned to the right of the password field. Below the parent sign in section, there is a "Student Sign In" section with a text box containing the instruction "Students - Click the button to sign in. You will be redirected to the Student sign in page." and a "Student Sign In" button.

Print Current Report Card

- Alerting
- SwiftReach SwiftK12
- Navigation
- Grades and Attendance
- Test Results
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- Forms**
- School Bulletin

Enroll Form Listing for [Name]

Enrollment [Settings]

Search forms...

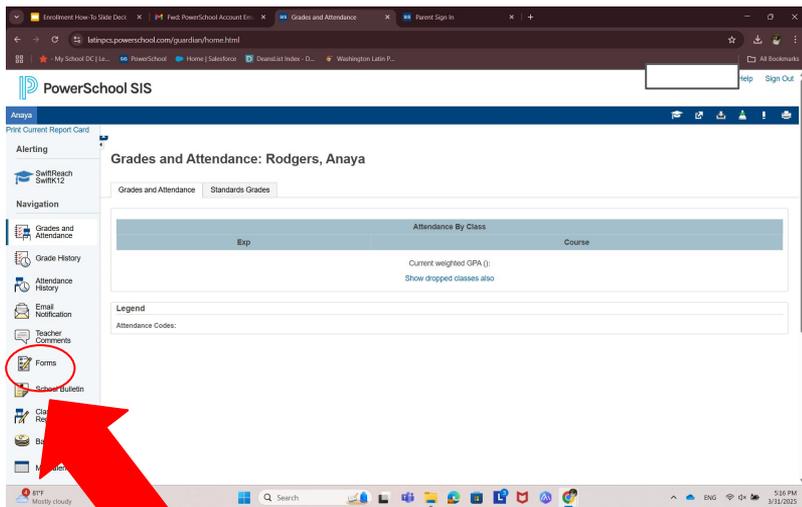
Enrollment	
1 - STUDENT INFORMATION	Not Started
2 - PARENT/GUARDIAN & EMERGENCY CONTACT INFORMATION	Not Started
3 - STUDENT HOUSEHOLD INFORMATION	Not Started
4 - DC RESIDENCY STEP 1: PROOF OF RESIDENCY	Not Started
5 - DC RESIDENCY STEP 2: RESIDENCY FORM	Not Started
6 - STUDENT HEALTH INFORMATION	Not Started

Please add information about your child for us to have at school in the event of illness or injury. In addition, DC law requires all students to submit current health and dental forms, each signed by the provider, and that current forms be on file with Washington Latin's nurse before a student can attend school. Those forms are linked below. Reminder that your child's enrollment is not complete until all forms have been completed and submitted.

STEP 2

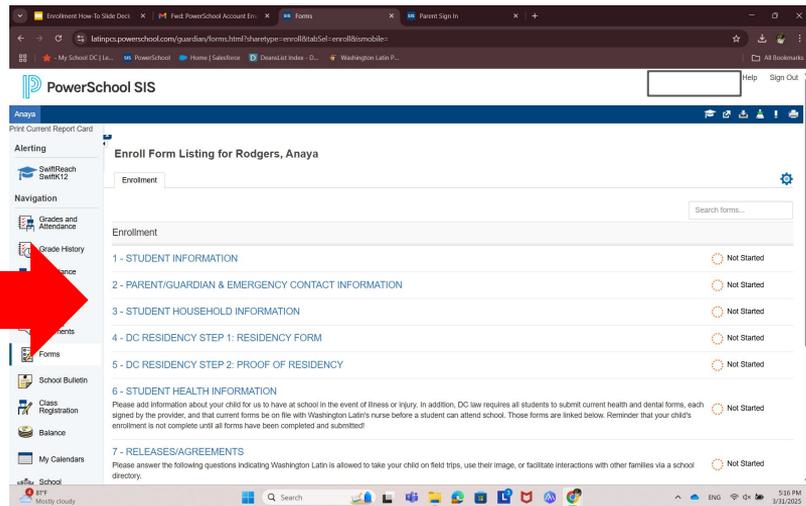
- Now open the forms to begin enrollment.
- Begin with #1 and continue through all steps and forms. *If you need assistance, just let us know!*

STEP 3: Find forms tab and complete sections 1-9



The screenshot shows the PowerSchool SIS interface for a user named Anaya. The main content area displays 'Grades and Attendance: Rodgers, Anaya' with tabs for 'Grades and Attendance' and 'Standards Grades'. Below this, there is a table for 'Attendance By Class' and 'Course', and a section for 'Legend' with 'Attendance Codes'. In the left-hand navigation menu, the 'Forms' icon is circled in red, and a large red arrow points from the text below towards it.

When you click on the Forms tab, you will see this screen with each of the steps you need to complete to enroll your child. You can click between the sections and come back to them as you please.

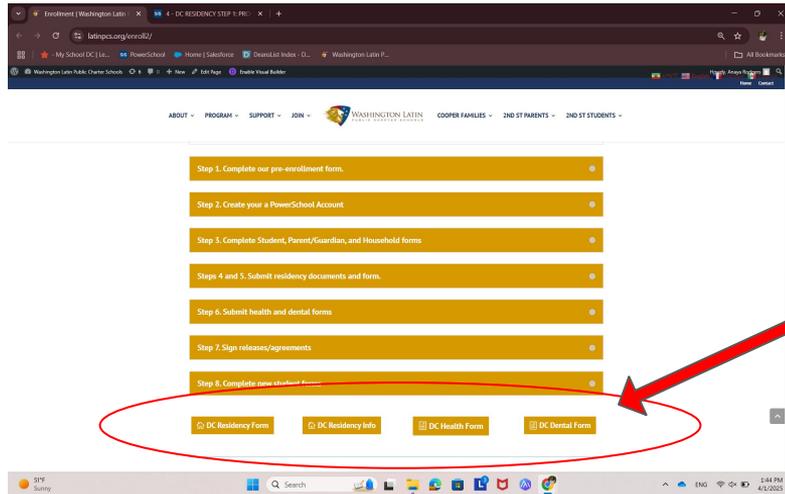
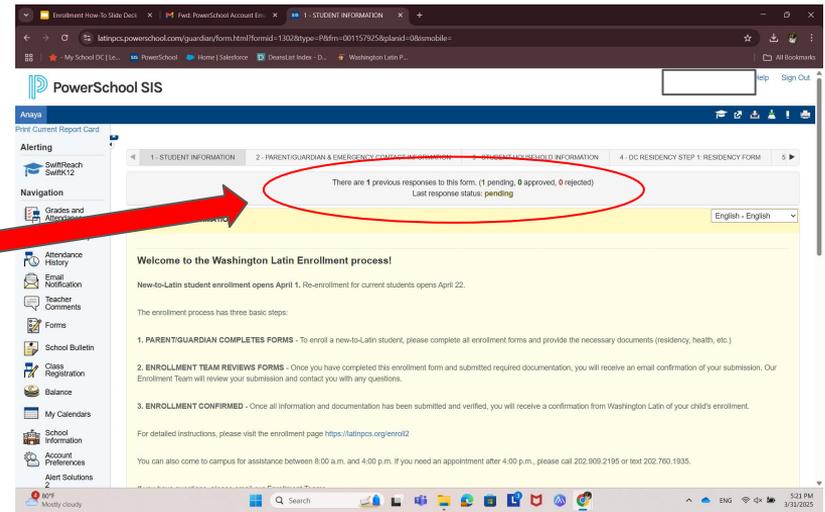


The screenshot shows the 'Enroll Form Listing for Rodgers, Anaya' page. The 'Enrollment' tab is selected. The page lists seven sections that need to be completed, each with a 'Not Started' status and a circular icon. A large red arrow points from the text above to the 'Forms' tab in the left navigation menu.

Section	Status
1 - STUDENT INFORMATION	Not Started
2 - PARENT/GUARDIAN & EMERGENCY CONTACT INFORMATION	Not Started
3 - STUDENT HOUSEHOLD INFORMATION	Not Started
4 - DC RESIDENCY STEP 1: RESIDENCY FORM	Not Started
5 - DC RESIDENCY STEP 2: PROOF OF RESIDENCY	Not Started
6 - STUDENT HEALTH INFORMATION	Not Started
7 - RELEASES/AGREEMENTS	Not Started

STEP 4: Upload forms and necessary documents (DC residency info, Health & dental)

Once you complete a section, you will see a message that the response is pending. The enrollment team will then review your response and either approve it, reject it, or request more information



Some sections will require you to provide documentation or complete forms (i.e. DC residency, DC Health & DC Dental). You can find those forms and other information at the bottom of the enrollment page.