Washington Latin PCS New student enrollment

For returning parents who already have a Washington Latin PowerSchool Account



STEP 1

Complete the **PRE-ENROLLMENT FORM** linked in the email with enrollment instructions.

This is an easy online process that includes eight (8)	forms in this Enrollment Express system. This is St	tep 1 of 8: the pre-enrollment form	
 Please complete the fields below, then click the We will review and approve the form within two You will then receive an email from PowerScho 	o business days.	completing all the enrollment forms.	
	lds your child to our database so you are able to c rocess, please visit the enrollment page - https://la	omplete the other seven steps of the enrollment process. For step- ttinpcs.org/enroll2	
Questions? Please email us at 2ndStEnrollment	@latinpcs.org		
Student Information	Middle Name	Last Name *	
Grade Level for the 2025-26 school year? *	Date of Birth *	Gender *	
Grade Level for the 2025-26 school year? *	Date of Birth * MM/DD/YYYY First Day of School August of 2025 * Please type 8/27/2025 below if the date do appear. 8/27/2025	××	
××	MM/DD/YYYY III	××	

After you submit it, we approve the form and you receive an email from PowerSchool with instructions on creating a new account. You have an account - so ignore those instructions. You DO need the **ACCESS ID** and **ACCESS PASSWORD** found at the very bottom of that email - *save this information for Step 5*.



STEP 2

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

Parent	Sign In				
Sign In	Create Account				
Username					
Password					
		Forgot Usernar	me or Password	?	
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Student S	ign In				

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SwiftReach SwiftK12	Enrollment	TOGGLE BETWEEN YOUR CHILDREN'S PROFIL	
avigation		• Once you have added another child to your PS account	, you will see both
Grades and Attendance	Enrollment	names at the top of the screen.Click on the child's name (it will be highlighted in light	er blue) to see the
Test Results	1 - STUDENT INFORMATION	profile and begin enrollment.	,
Grade History	2 - PARENT/GUARDIAN & EMERG	ENCY CONTACT INFORMATION	Not Started
Attendance History	3 - STUDENT HOUSEHOLD INFOR	RMATION	Not Started
Email Notification	4 - DC RESIDENCY STEP 1: PROC	OF OF RESIDENCY	Not Started
Teacher Comments	5 - DC RESIDENCY STEP 2: RESID	DENCY FORM	Not Started
Forms	6 - STUDENT HEALTH INFORMATI	ON	
School Bulletin	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 be on file with Washington Latin's nurse before a student can attend school. Those forms are linked below. Reminder that your child's	Not Started

annoliment is not complete until all forms have been completed and submitted!

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SwiftReach SwiftK12	Enrollment	ф
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Grades and Attendance	Enrollment	
Test Results	1 - STUDENT INFORMATION	Not Started
Grade History	2 - PARENT/GUARDIAN & EMERGENCY CONTACT INFORMATION	Not Started
Attendance History	3 - STUDENT HOUSEHOLD INFORMATION	Not Started
Email Notification	4 - DC RESIDENCY STEP 1: PROOF OF RESIDENCY	Not Started
Teacher Comments	5 - DC RESIDENCY STEP 2: RESIDENCY FORM	Not Started
Forms	6 - STUDENT HEALTH INFORMATION	
	Hease 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,	

STEP 4: Find enrollment tab and complete sections 1-9

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Alerting	Grades and Attendance: Rodgers, Anaya	
SwiftReach SwiftK12		
Navigation	Grades and Attendance Standards Grades	
Grades and Attendance	Attendance By Class Exp Course	
Grade History	Current weighted GPA ():	
Attendance History	Show dropped classes also	
Email Notification	Legend Attendance Codes:	
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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. You're into PowerSchool! This site is not only used for enrollment, but is the primary location for your student's information. To access the enrollment forms, click the button on the left hand tab.

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nents	4 - DC RESIDENCY STEP 1: RESIDENCY FORM	Not Started
Forms	5 - DC RESIDENCY STEP 2: PROOF OF RESIDENCY	Not Started
Class Registration	6 - STUDENT HEALTH INFORMATION Presea def Information abod your which for us to have at school in the event of litense or lighty. In addition, DC law requires all students to submit current health and dental forms, ead aligned by the provider and that current forms are linked before a student can attend school. Those forms are linked before. Reminder that your child's enrollment is not complete until all forms have been completed and submitted	Not Started
My Calendars	7 - RELEASES/AGREEMENTS Prease answer the following questions indicating Washington Latin is allowed to take your child on field tips, use their image, or facilitate interactions with other families via a school directory.	Not Started

STEP 5: 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

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Alerting SwittReach	1 - STUDENT INFORMATION 2 - PARENT/GUARDIAN & EMERCIENCY CONTACT INFORMATION 3 - STUDENT INFORMATION 4 - DC RESIDENCY STEP 1: RE	ESIDENCY FORM 5
SwiftK12	There are 1 previous responses to this form. (1 pending, 0 approved, 0 rejected) Last response status: pending	
Grades and		English - English
Attendance History	Welcome to the Washington Latin Enrollment process!	
Email Notification	New-to-Latin student enrollment opens April 1. Re-enrollment for current students opens April 22.	
Teacher Comments	The enrolment process has three basic steps:	
Forms	The account of the second time in the second stable.	
School Bulletin	1. PARENTIGUARDIAN COMPLETES FORMS - To enrol a new-to-Latin student, please complete all enrolment forms and provide the necessary documents (residency, health	h, etc.)
Class Registration	2. ENROLLMENT TEAM REVIEWS FORMS - Once you have completed this enrollment form and submitted required documentation, you will receive an email confirmation of y Enrollment Team will review your submission and contact you with any questions.	our submission. Our
😂 Balance		
My Calendars	3. ENROLLMENT CONFIRMED - Once all information and documentation has been submitted and verified, you will receive a confirmation from Washington Latin of your child's	enrollment.
School Information	For detailed instructions, please visit the enrollment page https://latinpos.org/enrol/2	
Account Preferences	You can also come to campus for assistance between 8:00 a.m. and 4:00 p.m. If you need an appointment after 4:00 p.m., please cal 202.909.2195 or text 202.760.1935.	
Alert Solutions		



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.