

INSCRIPCIÓN EN LÍNEA DE ESTUDIANTES NUEVOS - TUTORIAL PARA PADRES DE FAMILIA

La inscripción en línea de estudiantes nuevos (NSOE) le ayuda a iniciar el proceso de inscripción de su estudiante de forma conveniente desde cualquier computador a cualquier hora.

Escoja una de las siguientes opciones:

¿Ya tiene una cuenta de Family Access?

- Ingrese a su cuenta de Family Access
- Seleccione NSOE del menú de la izquierda
- Vaya al **paso #6**

¿Es nuevo en el distrito? Inicie en el **paso #1**

1. Digite <http://www.wylieisd.net/enroll> en su buscador.
2. Haga clic donde dice **“haga clic aquí”** en la primera oración de la cajita anaranjada como se muestra en el siguiente ejemplo

Click here to create a New Student Online Enrollment (NSOE) account. You will receive an email within 24 hours with a temporary username, password and link to complete the enrollment process. If you do not receive an email please contact the school your child will be attending.

Para acelerar y facilitar el proceso, por favor imprima y traiga a la escuela la “información adicional de inscripción” y la “Encuesta del idioma que se habla en casa” que se encuentran en la parte inferior de la página Inscripción/Registro cuando tenga su cita.

1. Lea las instrucciones en la cajita azul y digite la información que se pide
2. Marque la cajita **“No soy un Robot”**
3. Haga clic en la cajita que se encuentra en la parte inferior de la página **“Haga clic aquí para pedir una cuenta para inscripción en línea”**

Account Request

This form is the first step to enrolling your new student online. Complete it to request an account that you will use to log in to a secure system.

>>>> THIS IS NOT ONLINE REGISTRATION FOR RETURNING STUDENTS <<<<

Welcome To Wylie ISD Northeast DFW (not to be confused with the Wylie ISD near Abilene).

This process is for those families enrolling their student(s) into the Wylie school system for the very first time.

If you have students who are currently enrolled and need to enroll a younger or additional sibling, please login to your current Family Access and find the New Student Online Enrollment (NSOE) link. You must be the designated user.

NOTE: This form is the first step to enrolling your new student(s) online. A valid and active email address is required. If you do not have a valid and active email address, you will need to acquire one before continuing. Once you have a valid email address, you will receive a link to the New Student Online Enrollment (NSOE) Portal. Welcome to Wylie ISD!

By entering your contact information you are agreeing to receive automated phone calls, emails, and text messages regarding your child, their campus, and Wylie ISD. Once your child is enrolled and you are setup with Family Access, you will receive additional information regarding the enrollment process.

Enter the name of the legal parent/guardian of the student you want to enroll

* Guardian Legal First Name:

* Guardian Legal Last Name:

Guardian Legal Middle Name:

Guardian Legal Name Prefix: Guardian Legal Name Suffix:


Guardian contact information

* Guardian Email Address:

* Re-type Email Address:

* Guardian Primary Phone Number: (555) 555-5555

Complete the security dialog

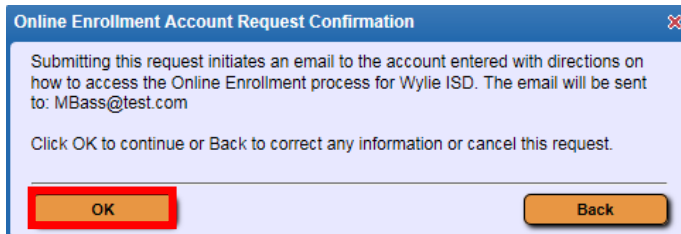
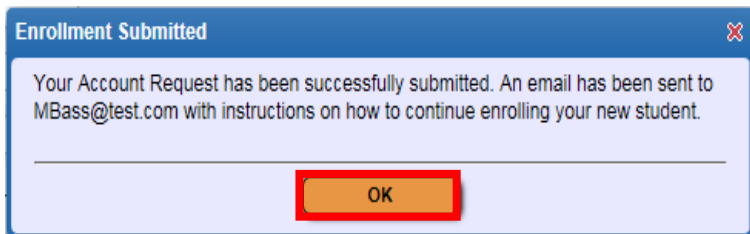
☐ I'm not a robot 

[Click here to submit Account Request](#)

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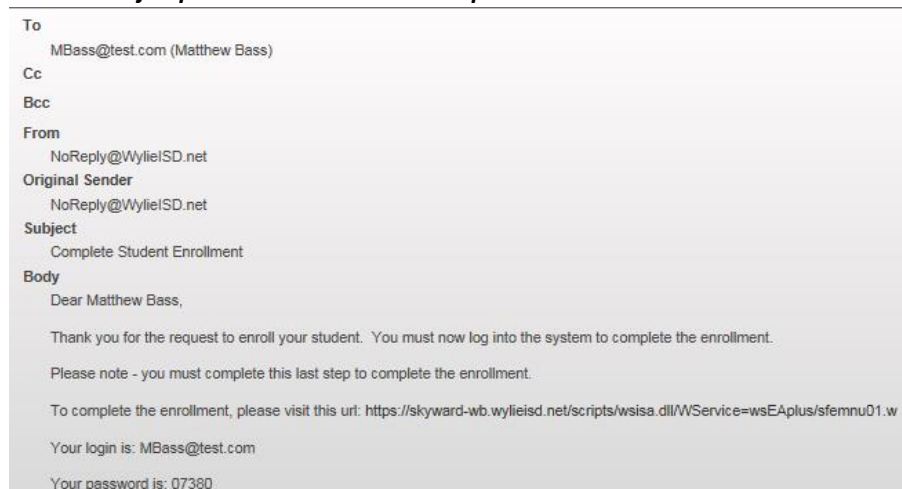
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4. Esto generará un correo electrónico con instrucciones para continuar, **clíc OK** en ambas opciones

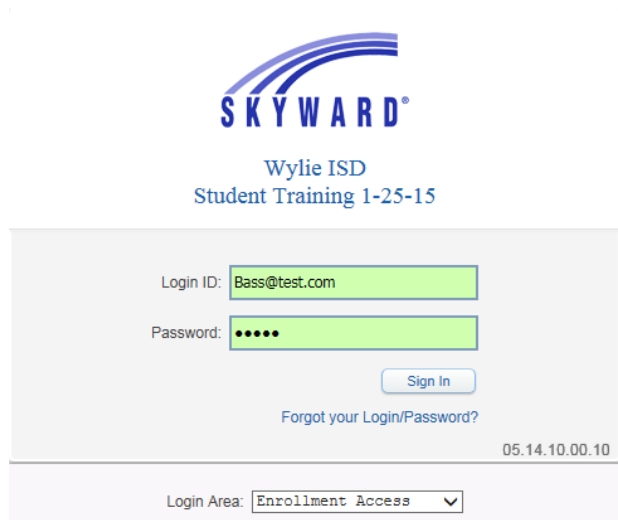


La solicitud que envió generará una cuenta **temporal** conectada solo con NSOE. ****Una vez complete todo el proceso, recibirá toda la información y credenciales de ingreso permanente.**

Este es un ejemplo del correo electrónico que recibirá:



5. **Ingrese el nombre de usuario y su clave/contraseña temporal** para obtener acceso al formulario de aplicación.



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6. Por favor lea y siga las instrucciones en la pantalla antes de iniciar la aplicación

7. Llene todos los datos de su estudiante. Los campos/espacios que tienen un * son obligatorios debe llenarlos de lo contrario no podrá enviar la aplicación.

Asterisk (*) denotes a required field Please Note: Only one step may be edited at a time

Step 1: Student Information Edit View Only Save Save and Collapse Step

Instructions for completing Student Information

Please enter student information exactly how it is listed on the birth certificate. All information will be verified against the birth certificate prior to finalizing enrollment.

* Last Name: * First Name: Middle Name:
 Name Suffix: * Gender:
 * Date of Birth: Age: * Birth Country:
 Social Security Number:
 * Is Student Hispanic/Latino?:
 * Federal Race: (select all that apply)
☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White
 * Language Spoken Most:
☐ Has student attended a state school? ☐ Has student attended
 Previous School District: School in the District Student Previously Attended:

Those wishing to enroll for current school year (2020-2021), please choose "Current School Year" below and enter your expected enrollment date.
 Those wishing to enroll for NEXT school year (2021-2022), please choose "Next School Year" and select "First Day of School (08/12/2021)" below as your expected enrollment date.

* What School Year are you enrolling your student into? ☒ Current School Year (2020 - 2021) ☐ Next School Year (2021 - 2022)
 * Expected Enrollment Date ☐ First Day of School (08/12/2021)
 (The first day of school is 08/13/2020) * Expected Enrollment Date
 * Expected Grade Level * Expected School to Enroll into [School/Bus Route Finder](#)

☒ I authorize this student's information to be distributed for the purposes of Military usage ?
☒ I authorize this student's information to be distributed for the purposes of Directory usage ?
 Additional Information: (on the Student for the District)
 Maximum characters: 5000, Remaining characters: 5000

Expected Grade Level has been updated

Attention! The Expected Grade Level has been updated to 10.
 This is based on your student's date of birth (12/18/1998) and the School Year selected to enroll into (Current Year).
 If the Expected Grade Level is not correct, please change it to the appropriate Grade Level your student is enrolling into.

OK

Complete Step 1 and move to Step 2: Family/Guardian Information **Complete Step 1 Only**

Seleccione para guardar y minimizar Paso 1 y abrir Paso 2

Seleccione para guardar y minimizar Paso 1

Al seleccionar "School/Bus Route Finder" el Sistema le indicará qué escuela le corresponde por la dirección donde vive.

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8. **Llene la información familiar/tutor legal.** Los campos/espacios que tienen un *** son obligatorios** debe llenarlos de lo contrario no podrá enviar la aplicación.

Step 1: Student Information Date Completed: 02/06/2015

Step 2: Family/Guardian Information

Enter Information for the Primary Guardian and the Family this Student lives with

Enter Information for the Family this Student lives with

* Primary Phone: (999) 999-9999 ☐ Should the District keep this number confidential?

* Family Home Language:

House #: Direction: Street Name: Apartment:

* Home Address (No PO Box): P.O. Box: Address 2: City: State: Zip Code:

☐ Should the District keep this address confidential?

Mailing Address: (if different than home address) House #: Direction: Street Name: Apartment:

P.O. Box: Address 2: City: State: Zip Code:

Enter Information for the Primary Guardian of the Family this Student lives with

* Last Name: * First Name: Middle Name:

Name Suffix: * Date of Birth: * Gender:

* Relationship to Child: * Marital Status:

☐ Does this guardian have custody of the child? ☐ Is this guardian allowed to pick up the student from school?

☐ Should this guardian also be considered an Emergency Contact?

Second Phone: Work Phone: * Contact Email Address:

Are there other Legal Guardians who live at this address?

Por favor revise la información de custodia legal, contacto de emergencia y quién puede recoger a su hijo de la escuela.

Seleccione agregar información del otro padre de familia/tutor legal si vive en la misma dirección

Seleccione si no hay más tutores legales viviendo en esa dirección.

Una vez haya marcado "No hay otro tutor legal/padre de familia viviendo en esta dirección", aparecerán estas opciones.

Are there other Legal Guardians who live at a different address?

Seleccione agregar otro padre de familia/tutor legal que vive en otra dirección

Seleccione guardar y minimizar Paso 2 y abrir Paso 3

Seleccione guardar y minimizar Paso 2

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9. **Agregue contactos de emergencia adicionales.** Los campos/espacios que tienen un *** son obligatorios** debe llenarlos de lo contrario no podrá enviar la aplicación.

Step 3: Emergency Contact Information [Edit](#) [View Only](#) [Save](#) [Save and Collapse Step](#)

Enter the Information for Emergency Contact #1 [Remove this Emergency Contact](#)

* Last Name: * First Name:

* Primary Phone: (999) Second Phone: Work Phone:

Do you have other Emergency Contacts to add for this student?

[Yes, I want to Add another Emergency Contact Record](#) [No, Complete Step 3 and move to Step 4: Immunization Information](#) [No, Complete Step 3 Only](#)

Seleccione agregar otro contacto de emergencia

Seleccione guardar y minimizar Paso 3 y abrir Paso 4

Seleccione guardar y minimizar Paso 3

10. Este paso le permite subir todos los documentos requiridos. Si no sabe cómo subir los documentos al sistema, por favor haga clic en “Completar Paso 4” y traiga esos documentos a la escuela el día de su cita.

Step 4: Requested Documents [Edit](#) [View Only](#) [Collapse Step](#)

Instructions for completing the Requested Documents
Use the Browse buttons to locate a file to upload that corresponds to the description on the same line.

Proof of Residency - Contract/lease agreement or most current utility bill (water, gas, or electric)

Birth Certificate:	Choose File	No file chosen
Immunization Records:	Choose File	No file chosen
Parent 2 ID Card:	Choose File	No file chosen
Parent ID Card:	Choose File	No file chosen
Proof of Residency:	Choose File	No file chosen
Proof of Residency 2:	Choose File	No file chosen
Report Card:	Choose File	No file chosen
Residency Affidavit:	Choose File	No file chosen
Social Security Card:	Choose File	No file chosen

[Complete Step 4 and move to Step 5: Additional District Forms](#) [Complete Step 4 Only](#)

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11. Complete **TODOS** *los formularios requeridos. Seleccione "Completar Paso 5"

Step 5: Additional District Forms Edit View Only Save Save and Collapse Step

Instructions for completing the Additional District Forms
The buttons below each link to an additional form that must be completed to be able to submit the student application.

Asterisk (*) denotes a required form

* Required Form:	Student Enrollment Application	<input type="checkbox"/> This form has not been completed
Optional Form:	Directions 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	Emergency In Case of District 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	Health History	<input type="checkbox"/> This form has not been completed
* Required Form:	20-21 Children's Telehealth	<input type="checkbox"/> This form has not been completed
* Required Form:	Handbook District 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	Code of Conduct District 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	Military District 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	Foster Care District 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	SRQ 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	Migrant 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	Student Insurance 20-21	<input type="checkbox"/> This form has not been completed
Optional Form:	Food Service Procedure for Unpaid Meal Charges	<input type="checkbox"/> This form has not been completed
Optional Form:	MobileApp 20-21	<input type="checkbox"/> This form has not been completed
* Required Form:	Mode of Instruction	<input type="checkbox"/> This form has not been completed
Optional Form:	Home Lang - Rev 1	<input type="checkbox"/> This form has not been completed

Complete Step 5

12. Puede **revisar y editar** los **pasos** si lo necesita.

Asterisk (*) denotes a required field Please Note: Only one step may be edited at a time

Step 1: Student Information	Edit View Only	✓ Date Completed: 04/27/2021
Step 2: Family/Guardian Information	Edit View Only	✓ Date Completed: 04/27/2021
Step 3: Emergency Contact Information	Edit View Only	✓ Date Completed: 04/27/2021
Step 4: Requested Documents	Edit View Only	✓ Date Completed: 04/27/2021
Step 5: Additional District Forms	Edit View Only	

Submit Application to the District

Por favor tenga en cuenta que no podrá hacer cambios una vez haya enviado la aplicación. Los cambios los podrá hacer en la escuela durante su cita.

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13. Al seleccionar “Enviar aplicación al distrito” aparecerá la siguiente ventana. Haga clic en **OK** si le gustaría continuar.

Confirm

Submitting will allow Wylie ISD to review and process this application. After submitting you will only be able to view this application and will not be able to make any further changes.

Are you sure you want to submit this application to Wylie ISD?

Submit Application **Cancel and Keep Screen Open**

Application Submitted

The application has been successfully submitted.

Thank you for beginning the enrollment processes for Wylie ISD. Please contact the Registrar at the campus you are enrolling your child in. To help expedite this process please bring all required documentation when meeting with the campus Registrar.

Required Documentation:

- Proof of Residency - Contract/lease agreement or most current utility bill (water, gas, or electric)
- Birth Certificate
- Immunization Records
- Social Security Card
- Report card or transcript from the school most recently attended
- Drivers License of parent/legal guardian
- Previous school records

OK

Podrá ver la aplicación que envió y agregar estudiantes adicionales.

New Student Enrollment Applications: Summary Page

Your Un-submitted Enrollment Applications

There are no un-submitted enrollment applications to list. [Click to Enroll Additional Students](#)

Your Submitted Enrollment Applications

Student Name	Applicant Status/Options
Patty Perry	The district is currently reviewing the application, please select one of the following options: View the Submitted Application