

# 2023-2024 School Year Virtual Registration

# Registration Open for PVA February 13th - March 3rd

PARENTS WHO WANT THEIR CURRENTLY ENROLLED PVA STUDENT TO PARTICIPATE IN VIRTUAL INSTRUCTION NEXT YEAR MUST RE-REGISTER ONLINE THROUGH THE INFINITE CAMPUS PARENT PORTAL DURING THE ENROLLMENT WINDOW OF FEBRUARY 13<sup>th</sup>– MARCH 3<sup>rd</sup>, 2023. IF A PARENT OR GUARDIAN DOES NOT MAKE A SELECTION DURING THE ENROLLMENT WINDOW, STUDENT(S) WILL BE ENROLLED FOR IN PERSON INSTRUCTION AT THE LOCAL SCHOOL WITHIN THE STUDENT'S ATTENDANCE ZONE.

Enrollment will be completed through Infinite Campus. Prior to registering for PVA, you will need an active Infinite Campus Parent Portal account. To activate an account, please see directions below. Please note: you must submit an official identification (driver's license, state-issued Id card, etc.) to activate an account.



CLICK ABOVE TO ACCESS THE PARENT PORTAL LOG IN

Activate a Parent Portal Account

#### Activating a Parent Portal Account

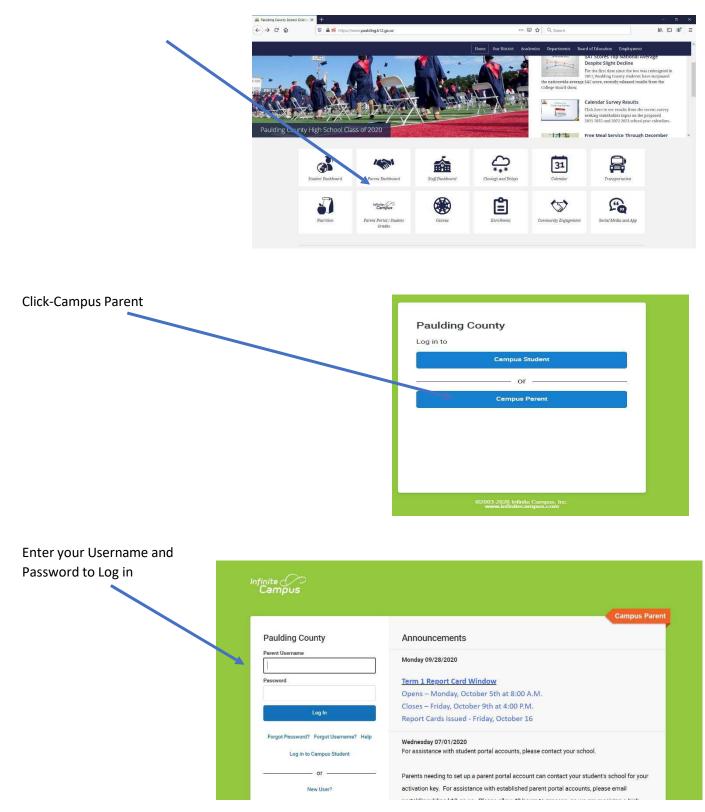
Please send an email to <u>portal@paulding.k12.ga.us</u> and the following information. A copy of parent picture id must also be included in the email.

- Parent Name
- Parent Physical Address
- Parent Email Address
- Student First Name
- Student Last Name
- Student's Date of Birth
- Student(s) Physical Address
- Name of School Student Attends

You will receive confirmation and additional directions from <u>portal@paulding.k12.ga.us</u> once your account is activated and you are ready to enroll when the window opens February 13<sup>th</sup>.

## STEP 2 – Log in to Infinite Campus Parent Portal

Go to <u>www.paulding.k12.ga.us</u>, click Parent Portal/Student Grades



### STEP 3 - Complete Registration -

You may return to these directions during the registration window to make any adjustments as many times as needed. Step 3 needs to be finalized with decision by end of the registration window.

After logging in, parent clicks "More" and	E infinite Compus		
	Message Center	More	
selects "Register for Virtual Academy"	Today Calendar	Address Information	> Quick Links
	Assignments	Assessments	> Paulding County
	Grades	Behavior	Paulding County High School SLDS Portel
	Grade Book Updates	Course Registration	>
	Attendance	Demographics	>
	Academic Plan	Family Information	2
	Fees	Health	2
	Documents	Important Dates	3.
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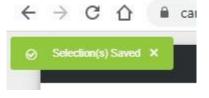
All students in the household will display and all questions with a red star should be completed for all students. Select Paulding Virtual Academy – Online Learning for any student you are wanting to enroll in Virtual Academy. Select Face to Face/In-Person Instructions for any students who <u>ARE NOT</u> enrolling in Virtual Academy.

* Email Confirmation	
Emails are not sent upon submission. Emails will be sent upon approval / denial.	
* Instructions	
Please answer all questions below. Click the "X" at the top to close this window.	
* Student in PVA this year?	
Select One	
* I choose for my student to attend:	
Select One	
* I agree to a one-year commitment. □	
This is required as frequent movement disrupts learning and schools are staffed based on enrollment.	
* Parent Email	
(Character limit 255)	
* Current Residential Address	
(Character limit 255)	
* Current Residential City	
(Character limit 255)	

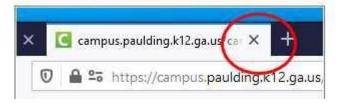
After making your selection, click Save.

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A fly-out window will appear for 5 seconds that indicates selection has been saved.



Selections will display choices for each student. You can now exit this window by clicking the "X" at the top of the screen and log out of Parent Portal.



STUDENTS NEW TO PAULDING COUNTY SCHOOL DISTRICT IN GRADES 1-12 DURING THE 2023-2024 SCHOOL YEAR

Students who will be enrolling to enter the Paulding County School District in the 2023-2024 school year must enroll through Central Registration. Parents can begin making appointments on April 1st to enroll for next year with registration beginning on June 1st. If you wish to enroll your student in the Paulding Virtual Academy as a new student, you will do so through the hardship process which will be explained your registration appointment.