

Student Registration

New Student Enrollment hours: 8:30am-10:30am

Current Students

If your child is currently attending an Austin ISD school:

ALL students currently enrolled in AISD that are planning to attend McCallum for the 2023-2024 school year **must complete** the following steps:

1. Complete online data verification. Go to portal.austinisd.org and sign into your Parent Portal Account. Once signed in, click on or search for the tile *AISD Student Registration*. Please see [instructions](#) on how to create a Parent Portal Account and the [Online Registration Guide](#) for assistance with the online system.
2. **Please bring the following documentation to the Registrar's Office during enrollment hours, 8:30am-10:30am.**
 - Proof of residence showing parent/guardian name (current electric, water or gas bill or current lease agreement) and street address
 - Parent/Guardian photo ID
 - Custody documents, if applicable
 - AISD approved transfer letter, if applicable.

Online student data verification tip:

You CANNOT change your address online. You must submit new proof of residence (current electric, gas or water bill or current lease agreement) and Parent/Guardian Photo ID in order to update the address in our system.

New Students

If your child is NOT currently attending an Austin ISD school:

Students who are not currently enrolled in AISD must complete the following steps:

1. Complete online registration. Go to portal.austinisd.org and create or sign into your Parent Portal Account. Once signed in, click on or search for the tile *AISD Student Registration*. Please see [instructions](#) on how to create a Parent Portal Account and the [Online Registration Guide](#) for assistance with the online system.
2. **Please bring the following documentation to the Registrar's office during enrollment hours, 8:30am-10:30am.**

- Proof of residence showing parent/guardian name (current electric, water or gas bill or current lease agreement) and street address
- Birth certificate
- [Immunizations](#)
- Social Security Card (if applicable)
- Parent/Guardian photo ID
- Most recent report card
- Custody documents, if applicable
- AISD approved transfer letter, if applicable.

***** If you upload documents into the online registration application, please email diane.newberry@austinisd.org to confirm receipt. *****

Your student will not be enrolled until both steps have been successfully completed and all documentation has been verified by the Registrar. Incomplete documentation will not be accepted.

Please contact the Family Technology Support Help Line at 512-414-9187 or parenttechsupport@austinisd.org for assistance with Online Registration.

International Students (NOT attending via a recognized foreign exchange program):

1. Complete online registration. Go to portal.austinisd and create or sign into your Parent Portal Account. Once signed in, click on or search for the tile *AISD Student Registration*. Please see [instructions](#) on how to create a Parent Portal Account and the [Online Registration Guide](#) for assistance with the online system.
2. **Please bring the following documentation to the Registrar's office during enrollment hours, 8:30am-10:30am.**
 - Proof of residence showing parent/guardian name (current electric, water or gas bill or current lease agreement) and street address
 - Birth certificate
 - [Immunizations](#)
 - Social Security Card (optional)
 - Parent/guardian photo ID
 - An official sealed copy of previous school records, including an official transcript or grade report.
 - A detailed description of each course taken, including the content studied in each course.
 - Custody documents, if applicable
 - AISD approved transfer letter, if applicable

Please note all grades will be converted using the AISD Grading Scale and transcribed according to AISD policy.

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Foreign Exchange Students (attending via a recognized foreign exchange program)

1. Foreign exchange students must be cleared through the principal. Ms. Griffith may meet with the Foreign Exchange Program Representative and host parent prior to approval for enrollment. Please bring a copy of the student's profile.
2. Host family must obtain guardianship from AISD Office of Student Services, 512-414-2033, before submitting any documentation to the campus.
3. Complete online registration. Go to portal.austinisd.org and create or sign into your Parent Portal Account. Once signed in, click on or search for the tile *AISD Student Registration*. Please see [instructions](#) on how to create a Parent Portal Account and the [Online Registration Guide](#) for assistance with the online system.
4. Please bring the following documentation to the Registrar's office during registration hours, 8:30am-10:30am.
 - Guardianship packet from District Office
 - Proof of residence showing host parent name (current electric, water or gas bill or current lease agreement)
 - Birth certificate or Passport
 - [Immunizations](#)
 - Host parent photo ID

***** If you upload documents into the online registration application, please email diane.newberry@austinisd.org to confirm receipt. *****

Complete your AISD Athletics Pre-Participation forms online!

Online forms are available at austinisd.rankonesport.com.

Both student and parent/guardian signatures are needed at the same time.

You'll also need to complete the [physical forms](#) and turn into your coach or athletic trainer.

Questions? Please contact our Athletic Trainer: Matthew.johnson@austinisd.org

Registrar Office Hours: 8:30am-5:00pm

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