



## Pine Tree ISD Online Registration System

Pine Tree ISD will once again be utilizing the **Skyward Family Access Online Registration System**. This system has proven to make the registration process more efficient and timely for parents and staff. Parents will be able to complete the majority of the forms required for registration electronically thus eliminating thousands of paper copies, saving parent's time and increasing staff efficiency.

Beginning August 1, 2018, at 10:00 a.m., families may begin the Online Registration process through their PTISD Skyward Family Access account at [familyaccess.ptisd.org](http://familyaccess.ptisd.org). Families may verify and update contact and emergency information for each child as well as complete required forms and review policies.

A **Family Access account is necessary** to complete the back-to-school Online Registration process for each child. Returning families/students may use the same login as last year. **If you need assistance with Skyward Family Access please contact your child's campus!** Only a parent in the first family listed in Skyward Family Access can complete the online registration process. Your one Family Access account will access all your children's information on all campuses.

**PTISD Online Registration is REQUIRED for all Returning PTISD Students**  
**\*\*ALL RETURNING STUDENTS ARE NOW REQUIRED TO PROVE RESIDENCE\*\***

**\*Parents will have the ability to scan in proof of residence from home\***

### Online Registration

**Begins on August 1, 2018 at 10:00 a.m.**

**Please log in and complete the registration process for each of your students.**

**Online Registration and Residency Verification must be completed before schedules/homeroom teachers will be given on Meet the Teacher Night.**

**For New Students or Returning students who still need to prove residence, you MUST attend the 2018-19 Student Registration at Pine Tree High School:**

**PK- Kindergarten - August 7, 2018 – 10:00 a.m. – 7:00 p.m.**

**Grades 1-12 - August 8, 2018 – 10:00 a.m. – 7:00 p.m.**

**Grades PK-12 - August 9, 2018 – 8:00 a.m. – 5:00 p.m.**

**Forms for Proof of Residence include: Current utility bills (water, gas, or electricity only) Current Lease Agreement, Current Purchase Agreement/Contract, 2018 Gregg County Tax Statement or Approved Transfer Paperwork.**

If you do not have access to the internet, we will provide computer labs for your use during August District Wide Registration.