

# 2021-2022 Registration

## 1. Go to [www.alexcityschools.net](http://www.alexcityschools.net)

Alexander City Schools Board of Education

## 2. Click the Registration button



The Vision of Alexander City Schools is to be a premier educational institution that cultivates a pathway of success for all students to become graduates that are fully equipped to contribute as productive members of an ever-changing society.

The Mission of Alexander City Schools is to inspire hope and create pathways for student and community success. We will do this by providing an educational environment that promotes high levels of rigor, innovation, collaboration, and high expectations for all.




## 3. Click the 2021-2022 Student Enrollment Button.

**Helpful Tips for Enrollment**


To save time have the following documents ready to upload:

- Birth Certificate
- Apartment or home lease, Property tax records, mortgage documents or property deed
- Utility bill or utility deposit receipt, cable/internet bill with address
- Photo ID of person enrolling student

 Click the "2021-2022 Student Enrollment" button below, Create a New Account for parent/guardian, & Follow the prompts to complete the registration process.

Please make sure all items on the checklist are "green" before submitting. At that time you will be given the opportunity to print/save for your records.

Please complete this process for each student who will be attending Alexander City Schools.



**PLEASE READ - Are you considered a 2nd Party Resident?**

BEFORE you begin the online enrollment process for Alexander City Schools you must confirm you are not considered a "2nd Party Resident". The 2nd Party Residence determination is for students seeking enrollment in Alexander City Schools, who live with their parents or legal guardians, but reside in the home of another adult within the school district. Residency Affidavits will be resubmitted annually at least 2 weeks prior to the beginning of each school year since they are only valid for one year. IF THE STUDENT'S FAMILY OR LEGAL GUARDIAN IS RESIDING IN THE HOME OR APARTMENT OF ANOTHER ADULT WITHIN THE SCHOOL DISTRICT, please download the Principals Checklist for 2nd Party Residence Verification and take it to the school in which the student is enrolling. Do not begin the online process until the principal has signed the 2nd Party Residence Verification.

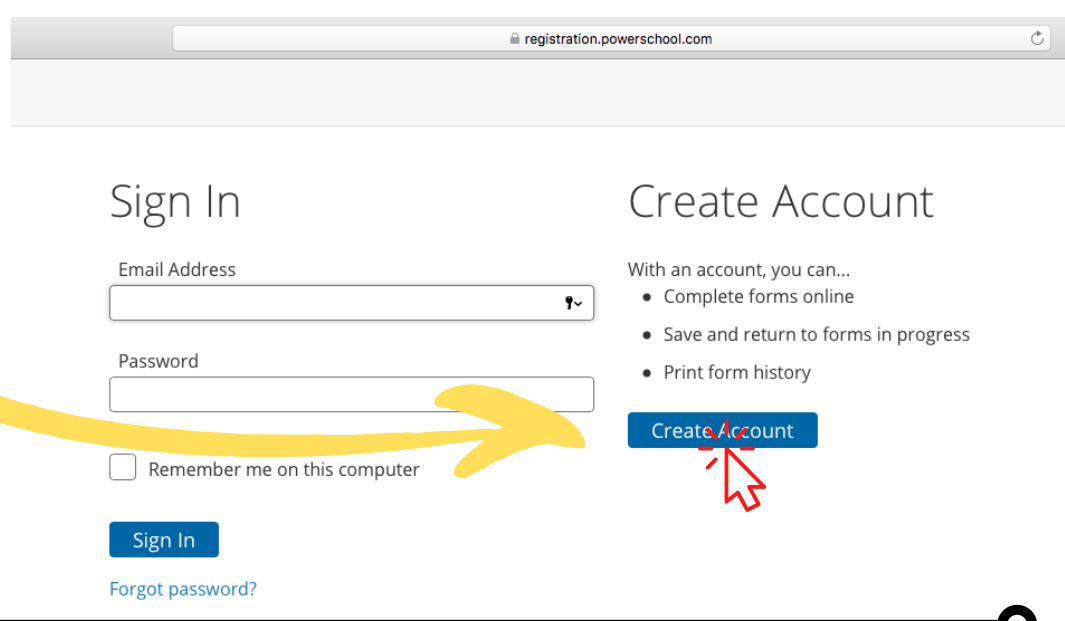
If this residency status DOES NOT relate to your situation you may continue to the online enrollment below.



## 4. Choose NEW STUDENT REGISTRATION

- Since ACS is moving to a new platform, ALL students must be registered as NEW STUDENTS. \*not returning!!

## 5. Create Account.



## 6. Complete the information as requested and upload documents. If you use your camera to take photos of documents please make sure you are not taking Live Photos, as they will not save in the correct format.

