

## 2020-2021 SCHOOL REGISTRATION

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**NM School is utilizing an electronic registration process through PowerSchool again this year.**

The registration process is different for parents who already have logins to PowerSchool than it is for parents who do not have logins. Please follow the directions listed below and let us know if you have any questions. You may contact the high school office at 641-637-4187 between the hours of 7:30 am until 3:30 pm.

**Why the online registration process?** The electronic registration does not cost the district any additional dollars. It saves time for both parents and school employees. Parents can now register all of their students at once. School employees will no longer have to enter in all of the student information by hand, saving time and money and by reducing the risk of entering incorrect information into the system.

**What will I need to register my students?** You will need to access the North Mahaska Website through an electronic device and the internet.

**What happens if I don't have a computer or the internet at home? Can I still register by paper?** We are sorry, but you will no longer be able to register by paper. All parents/guardians will need to register their students on-line. Office hours have been extended on the dates listed below to accommodate parents needing computer and internet access. If you need assistance, please plan to register in the high school office on August 10 or August 11 from 7:30 am to 6:00 pm. There will be computer stations set up and office staff available to assist you. You can also come to the high school office any weekday after August 5th between the hours of 7:30 am to 3:30 pm. The office staff will be glad to assist you with E-registration. If you have any questions, please feel free to contact us at 641-637-4187.

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### **EXISTING PARENTS:**

- \* You have students already attending North Mahaska Community Schools
- \* You want to register all of your children at once for next year
- \* Go to <https://n-mahaska.powerschool.com>
- \* If you have an existing students enrolled, but you don't have a Parent Portal Account, contact our District office at 641-637-4187 to set one up!
- \* Registering through Parent Portal will save you from entering all of your information again!

### **STEP 1-REGISTRATION PROCESS**

- \* Log in through: <https://n-mahaska.powerschool.com>
- \* Complete the online registration form
- \* Verify household, parent and emergency contact information, students first, middle and last name
- \* Confirm existing student enrollments for 2020-2021
- \* Add additional students to be enrolled for 2020-2021
- \* Provide updated state health requirements for the school nurse
- \* Return all forms that need an original signature

**STEP 2-PAY FEES-AUGUST 24, 2020**

- \* Print out the fees and meal account form to return to school with cash, check or money order
- \* Registration fees can be paid online at <https://nmwarhawks.RevTrak.net>
- \* Pay all outstanding fees before school starts
- \* Optional-you can add money to your students lunch account

**STEP 3 CELEBRATE!!!**

- \* You are done with registration!!!
- \* Sit back, relax and enjoy your summer because this task is completed!

**NEW PARENTS**

**Please watch our School Web-Site and Facebook Page for information on how to register your student(s). Information and Directions on this will be available soon!**

**SCHOOL STARTS ON WEDNESDAY AUGUST 26, 2020  
8:15 A.M. TO 3:30 P.M.**