Superintendent of Schools
Dr. Richard Rogers
Board Members
Dr. Rick Unruh, Chair
Dave Crockett, Vice Chair
Angel Brown
Mark Ivory
Clyde Jackson, Jr.
Lori Johnson
Jon Nichols

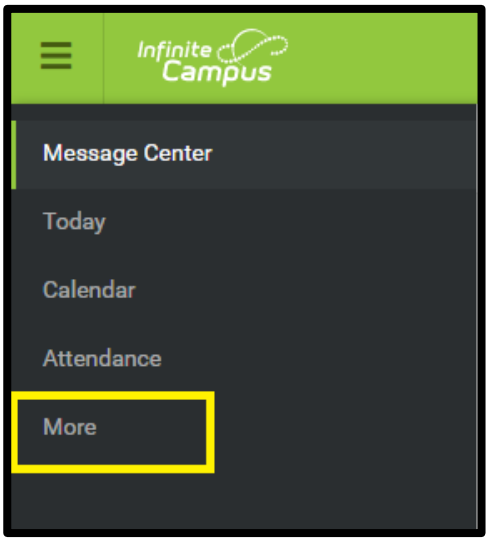
Dear Parents:

You will use the Infinite Campus Parent Portal to submit an application for your child(ren) for Houston Connect for the Spring 2027 semester. Please follow the directions below to submit an application **for each child** that you wish to be considered for Houston Connect for the Spring 2027 semester. In addition, follow the instructions to verify and, if needed, update your contact information. It is very important that your information be verified to ensure that you receive information pertaining to Houston Connect. Processed and approved applications are a commitment for the entire Spring 2027 semester.

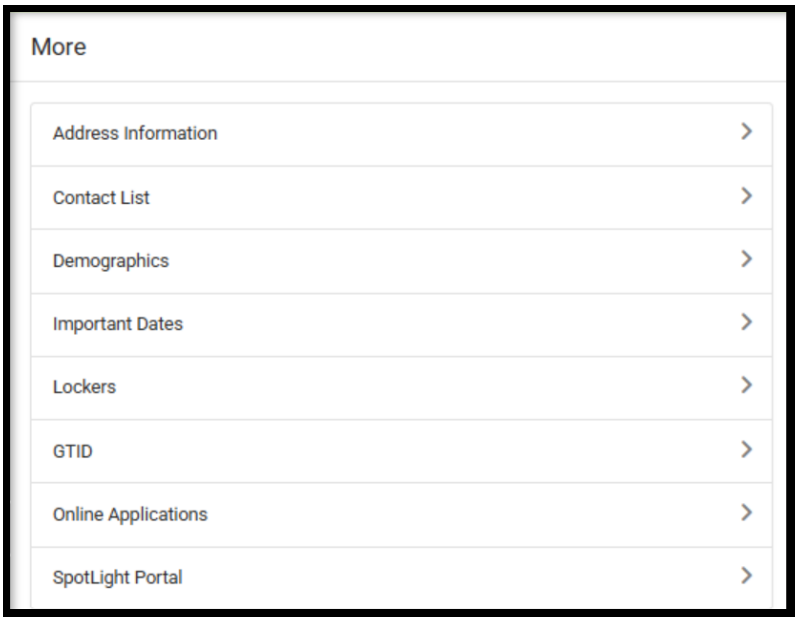
Thank you!

Application for Houston Connect

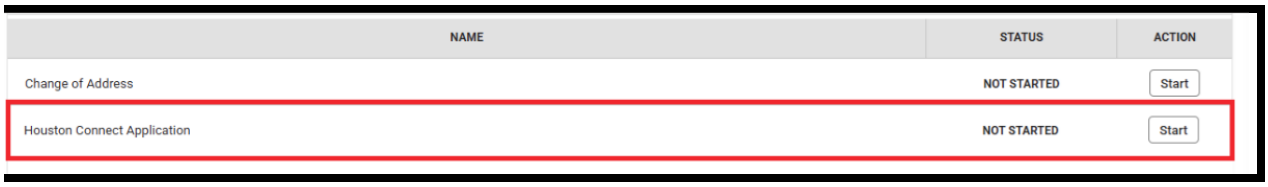
1. Log into your Parent Portal Account on a computer. Be sure to select **"Campus Parent."**
   **The application does not work on a phone or iPad.*
   ** The Guardian(s) in the primary household are the only ones who can access the application.*
2. On the left-hand side of the screen, select **"More."**



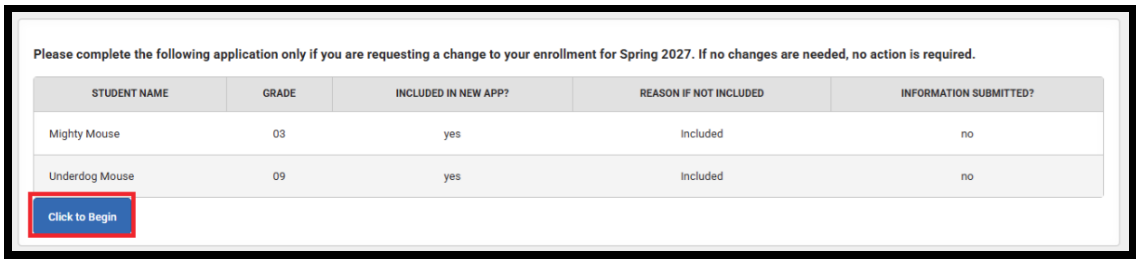
3. Click on **Online Applications.**



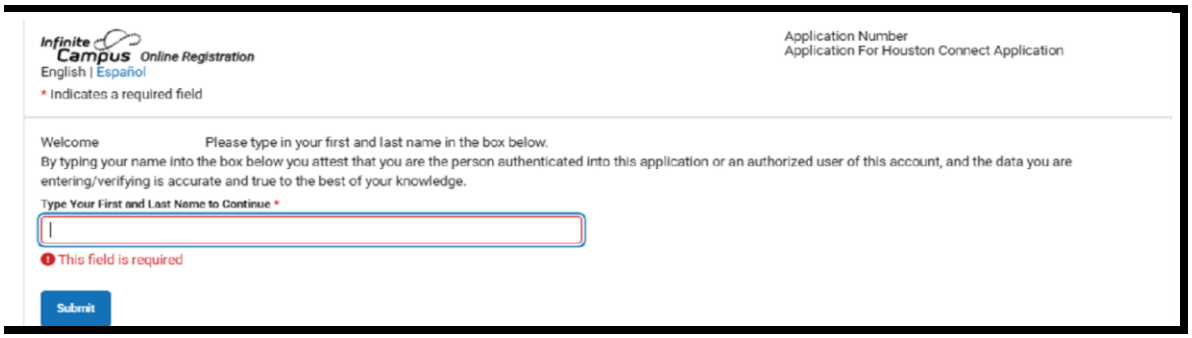
4. Next, it will show you the application you will be completing. Click ***Start***.



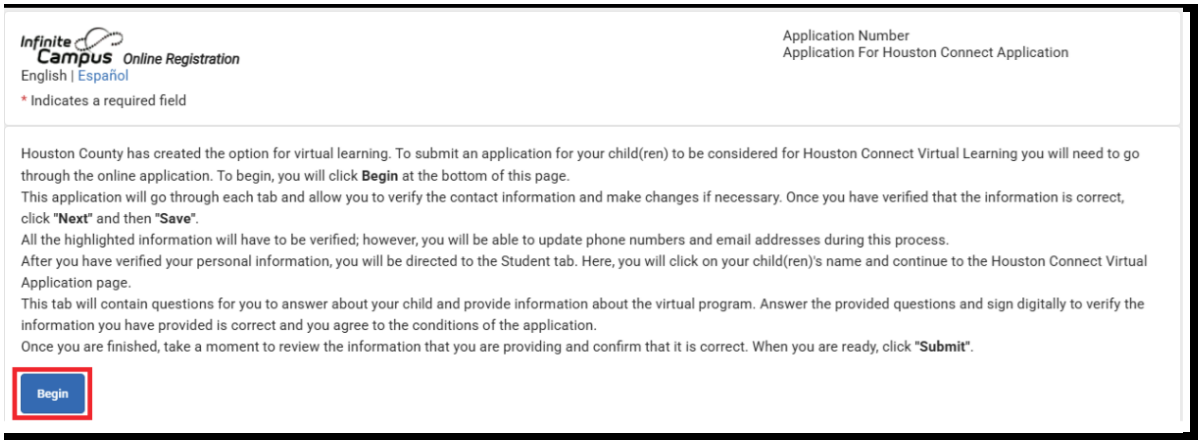
5. You will see all the children in your household. When you are ready to start the application process, select **"Click to Begin"** at the bottom of the page.



6. Next, type your first and last name and click **“Submit.”**



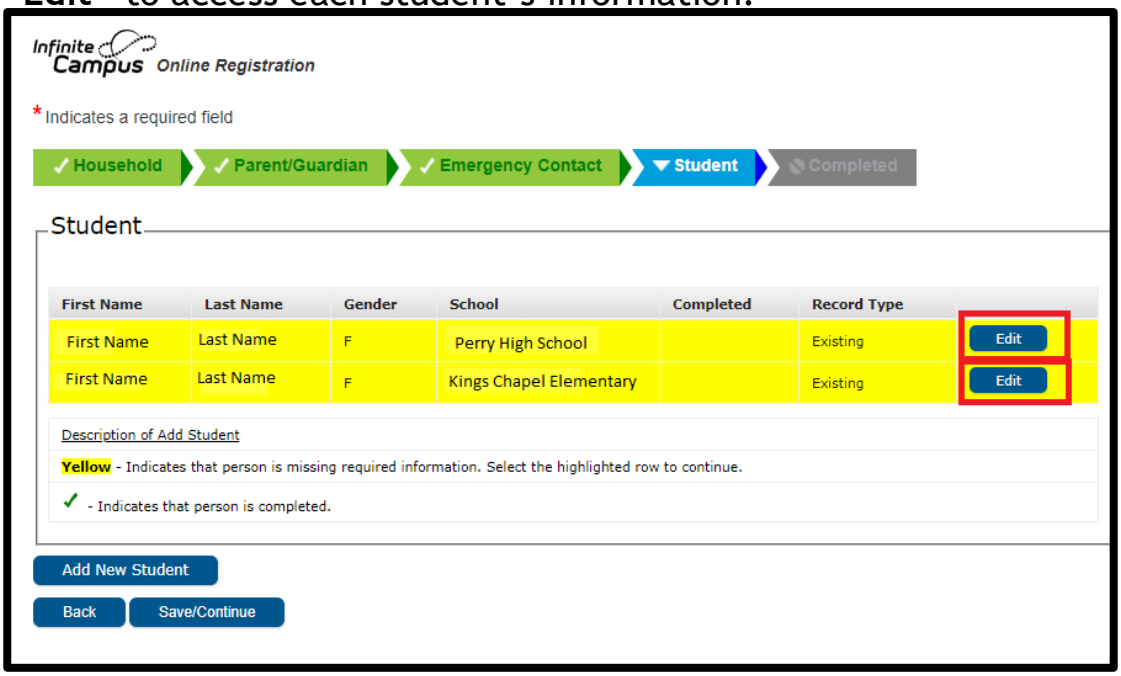
7. After reading the brief overview of the application process, click **“Begin.”**



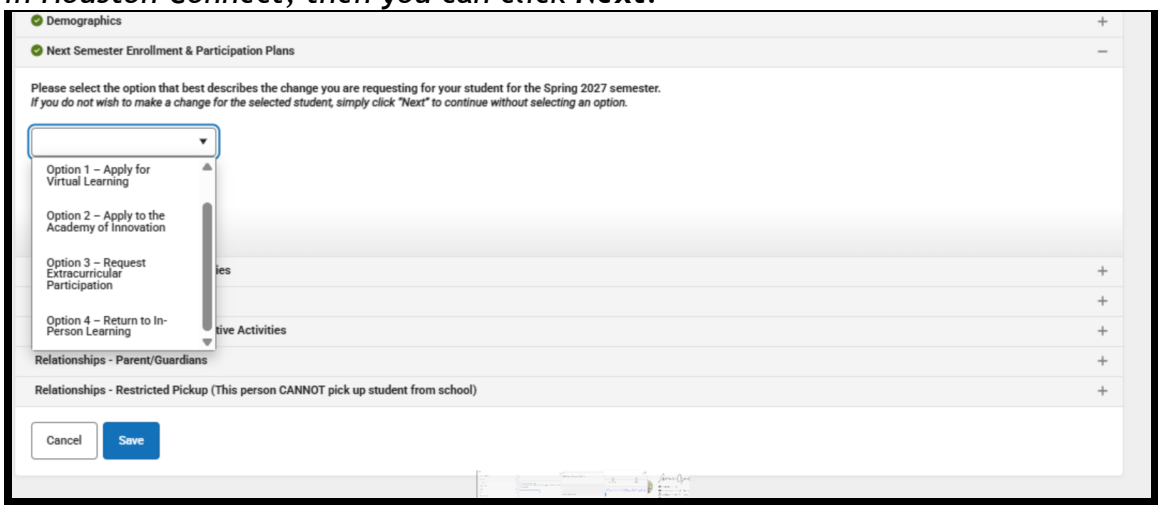
8. There will be several tabs across the top of the screen. Each tab must be completed in order. The system will not allow you to move to the next tab until you have successfully completed the current tab. Carefully verify and update your contact information as necessary, click "**Next**" to continue. When you have completed and verified all information, click "**Save.**"



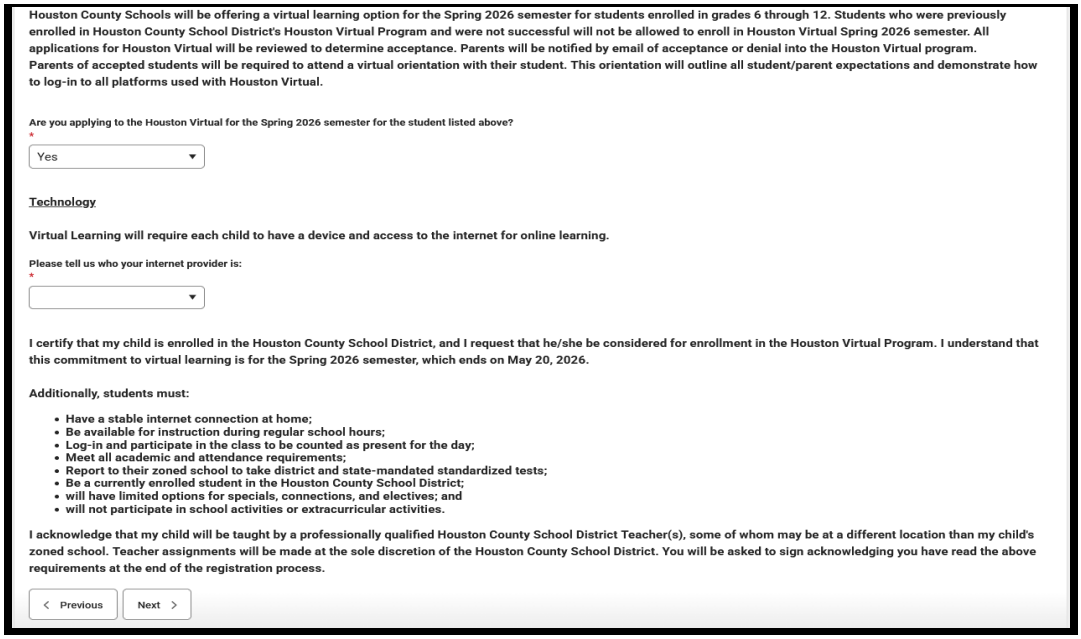
9. The **Student** tab will show each child(ren) in your household. *If there are students not displayed that should be, please contact the ATS clerk at the school or Houston Connect*. The student will be highlighted in yellow until all information has been verified. Click on "**Edit**" to access each student's information.



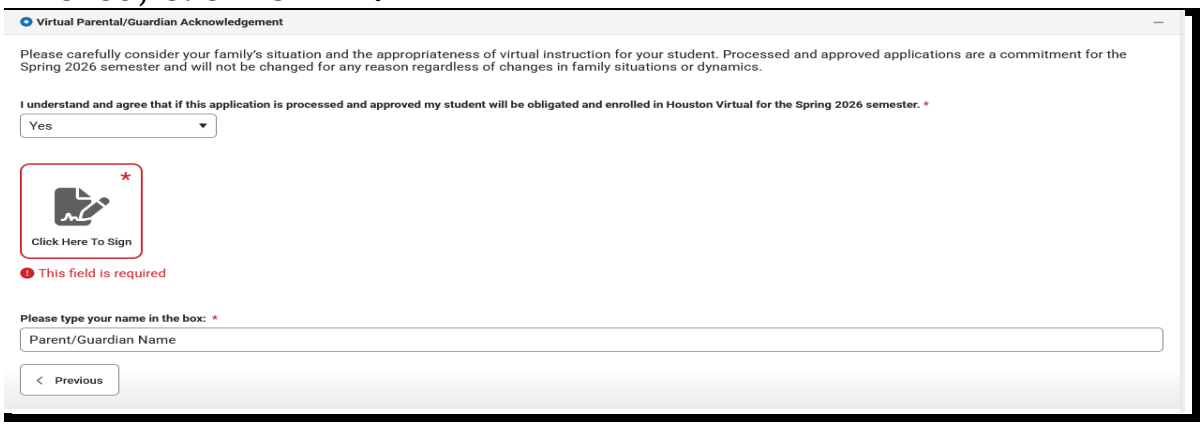
10. Select one of the four options available. Continue through the process for your selected option.
*If you have multiple students in your household and some are not participating in Houston Connect, then you can click **Next**.*



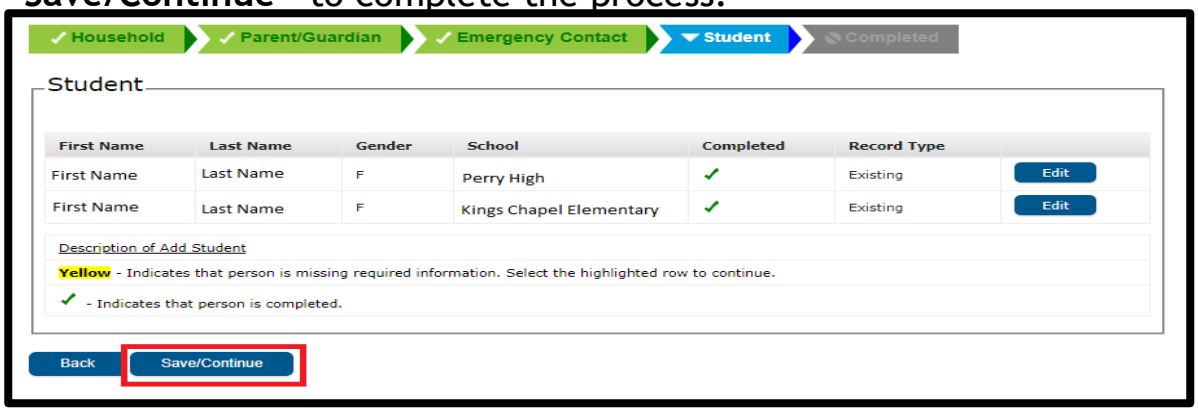
11. If you selected virtual learning, you will reach the affirmations page. Once you select **"Yes,"** additional information will generate. Please answer the technology questions and read the requirements carefully. When you are finished, click **"Next."**



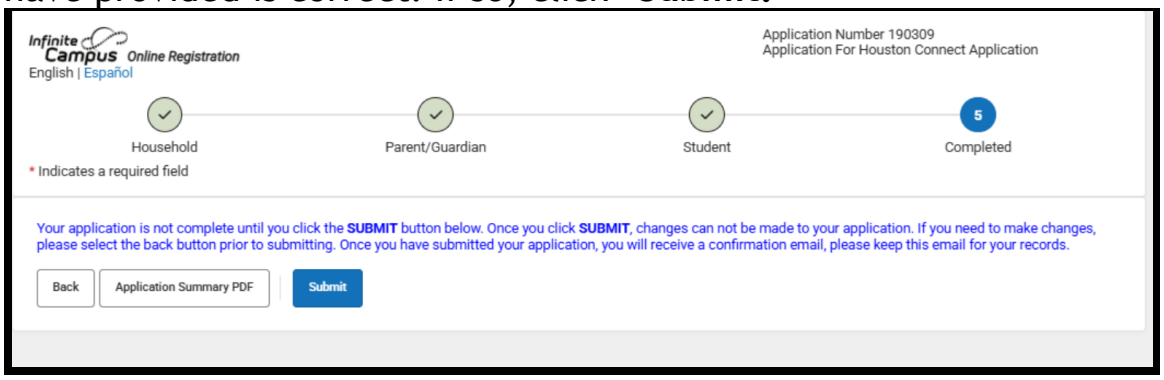
12. You will continue through the remaining tabs, verifying the information. To confirm you are applying to Houston Virtual program for your child(ren) and agree to the terms listed in the application, select **"Yes"** from the drop-down. You can then use your mouse to sign your name to indicate that you agree to the Houston Virtual Agreement and then also type your name in the box provided. When finished, click **"Save"**.



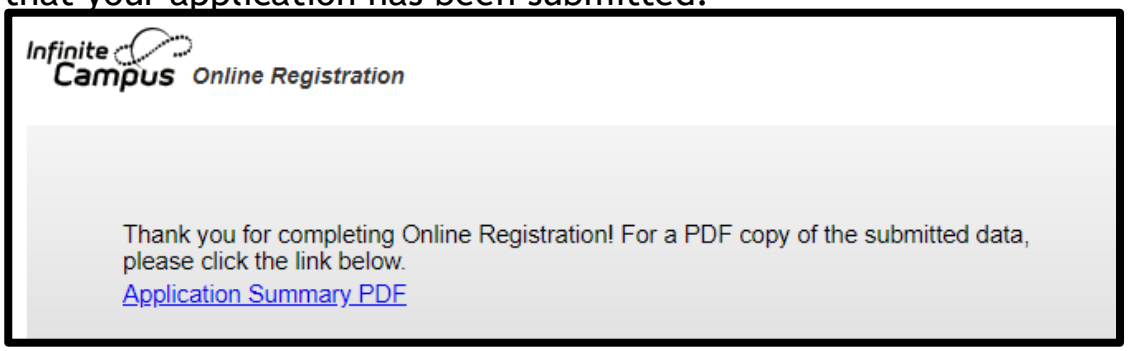
13. Once you have completed this process on each child, you will notice they have a green check mark under the **"Completed"** column and they are no longer highlighted in yellow. Please verify information on each child in the household whether you choose to submit an application for them or not. Once all students have the completed check mark and are no longer highlighted in yellow, click **"Save/Continue"** to complete the process.



14. The next screen will ask you to affirm that all the information you have provided is correct. If so, click **"Submit."**



15. Once you click **"Submit"**, you have the option to download and save your application. You will also receive a confirmation email stating that your application has been submitted.



If you have any issues logging in or completing the application, please contact your child's school or Houston Connect. Thank you!