<h1 style="text-align:center">New Student Registration</h1>

Welcome to Marengo County Schools!

We are excited to have your child join our community. To ensure a smooth registration process, please see the following required documents for new students:

- Proof of residency (lease agreement or recorded deed)
- Current utility bill (water, power, internet, or gas)
- Birth certificate
- Parent/Guardian Photo ID
- State of Alabama Immunization Record
- Custody documents (if applicable)

If your child is new to Marengo County Schools, please click the link below to complete the New Student Registration Form. The link is also found on our website under enrollment.

New Student Registration

Step 1

- Once the New Student Registration link is entered the "Sign In / Create Account" Box will appear. Select "Create Account." (NOTE: Returning Students will follow a different process.)

- The "Create an Account" page will appear. Please note that this account should be created by the parent or legal guardian of the student. (For anyone without an email address a free email account can be created through Google or Yahoo)

Create an Account

Enter the following required information to continue. This account is meant to be created by a parent or legal guardian.

Don't Have an Email Address? We suggest that you obtain a free email account online through Google ⬀ or Yahoo ⬀.

Profile

First Name

Last Name

Daytime Phone
Used to provide support, if requested. Enter entire number, including area code.

Email Address
Used for sign in and important communication.

● Fill in the required information for yourself, the parent/guardian. Please read the COPPA policy and select the box indicating that you will comply and then click "Create Account."

exampleparent@gmail.com

Security

Password ⓘ

Re-Type Password

Security Question 1 ⓘ

First company that you worked for

Security Answer 1

Marengo County

Security Question 2

Last 6 digits of your primary frequent flyer number

Security Answer 2

123456

☐ To comply with COPPA ⬀, I affirm that I am 13 years or older.

Create Account   Back to Sign-In

Step 2

- After creating your account you should be taken to the "Dashboard" page." Select "New Student Registration."

Step 3

- Begin entering your student's information as requested.

- Click "Add Student."

Step 4

- After adding the student, the Introduction page will appear. Follow the instructions to move forward from page to page. *Please note that any question listed as "Required" must be answered prior to completion of the registration process.*
- Please note this page has instructions if you need to add additional students to this parent account.

- The example below shows how required questions are labeled.

● Continue to answer questions and click "Next" at the bottom of the page.

Step 5

Contact Information

Please include as much information as possible about each Contact entered.

● Contact #1 and #2 are typically the two primary parents/guardians for the student.

Contact Information

Please enter in your student's contact in the order you would like them contacted in case of an emergency.

Contact 1

Title
- Select -

First Name [required]

Middle Name

Last Name [required]

Suffix
- Select -

Gender [required]
○ Male
○ Female

Relationship to Student [required]
- Select -

● Please provide as much information as possible for each contact.

Contact 1

Title
Mr.

First Name [required]
Example

Middle Name

Last Name [required]
Parent

Suffix
- Select -

Gender [required]
● Male
○ Female

Relationship to Student [required]
Father

Emergency Contact [required]
○ Yes

[Previous] [Next]

○ Female

Relationship to Student [required]

Father ▾

Emergency Contact [required]
● Yes
○ No

Has custody [required]
● Yes
○ No

Can pick up student [required]
● Yes
○ No

Lives with student [required]
● Yes
○ No

Resides at [required]
● Yes
○ No

Contact 1 Contact Information

Resides at [required]
● Yes
○ No

Contact 1 Contact Information

Phone 1 Number [required]
XXX-XXX-XXXX

123-456-6789

Phone 1 Type [required]

Mobile ▾

Preferred phone number?
● Yes
○ No

Accepts SMS?
● Yes
○ No

Phone 2 Number
XXX-XXX-XXXX

Phone 2 Type

- Select - ▾

[Previous] [Next]

● Continue the same process for each additional contact.

● At least 1 contact must have a priority of 1.

Contact Priority

To adjust the priority in which contacts will be called, please select the appropriate order number next to the name.

Example Parent [required]

1	∨

Step 6

● All documents are required to be uploaded to complete the registration process. These will be reviewed by the school once the online registration is complete and submitted.

Document Uploads

You may optionally upload documents to this page. If you are unable to upload documents, please bring them to your child's school.

Proof of Age

Upload student's proof of age: [required]

Upload...

☐ I am unable to upload the requested document(s) at this time. I understand that Registration is NOT complete until the school has all required documents. I will bring the missing document(s) to the student's school.

Parent/Guardian Photo ID

Upload parent/guardian photo ID: [required]

Upload...

☐ I am unable to upload the requested document(s) at this time. I understand that Registration is NOT complete until the school has all required documents. I will bring the missing document(s) to the student's school.

Proof of Residency

Upload proof of residency: [required]

Upload...

☐ I am unable to upload the requested document(s) at this time. I understand that Registration is NOT complete until the school has all required documents. I will bring the missing document(s) to the student's school.

Previous | Next

Step 7 - Summary Page

● The Summary page lists all items which are complete, green circle with check, and all sections which have missing information, red oval.
● Please note in the example below very few questions have been answered and the "Submit" button at the bottom of the page is not active.

Summary

We found some missing or incorrect information on the following pages.

PAGE	STATUS
Student	9
New Student	6
Home Language Survey	4
Employment Survey	3
Residency	2
Contacts	1
Priority	✓
Siblings	1
Medical	35
Mental Health Services	7
Agreements	2
Document Uploads	4
Signature	3

Agreements	2
Document Uploads	4
Signature	3

Find Invalid Fields

Previous   Submit

Please contact your school if you have any questions or issues with completing the online forms. We will be happy to help.