

New Student Online Registration

The following instructions will guide you in registering your student(s) at Midland Public Schools.

We recommend that you have the following documents ready to be uploaded at the end of the enrollment form.

- Student Birth Certificate
- Proof of Residency (Examples listed below)
 - Utility Bill
 - Mortgage Statement
 - Lease Agreement
 - Tax Bill
 - Rent Receipt
- Immunization Record
- Student IEP/504 Plan Documentation (if applicable)

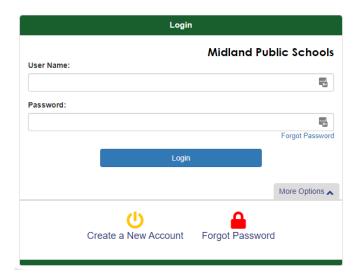
- Proof of Family Relationship (if applicable)
- Custody papers from court (if applicable)
- Guardianship Papers (if applicable)
- Passport with valid Visa, if not a US Citizen
- Hearing and Vision Screening (DK and Kindergarten only)
- Dental Screening (DK and Kindergarten only.)
 - Must be no more than 6 months prior to the first day of school

For support questions, email enroll@midlandps.org

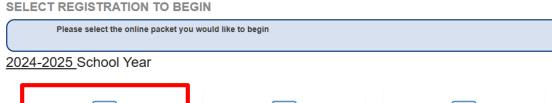
1. To enroll your student in Midland Public Schools using Online Registration, go to the following website: https://mi-mps-psv.edupoint.com/PXP2_OEN_Login.aspx

If you have one or more students currently enrolled in Midland Public Schools, login using your existing ParentVUE user ID and password.

If you do not have a student currently enrolled in Midland Public Schools, click on the "More Options" button and select "Create a New Account." Follow the prompts to create a new ParentVUE account.



2. Select the New Student Registrations - In District. If you are enrolling in the current year, select the top box and if you are enrolling in Next Year, select the bottom box. (PLEASE NOTE, additional enrollment applications for School of Choice may show up on this screen. Those applications are only available during specified dates. Please see www.midlandps.org/enrollment for more information.)

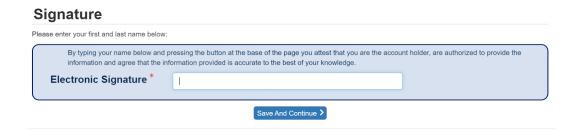




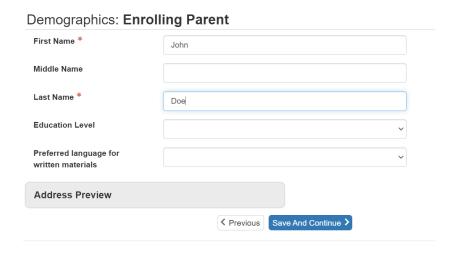
2025-2026 School Year



- 3. Read the Welcome information on the screen, then select **Continue**.
- 4. To complete the Electronic Signature indicating that you are the account owner and providing accurate information, type your name exactly as shown in the upper right corner of the screen. Select **Save and Continue**.



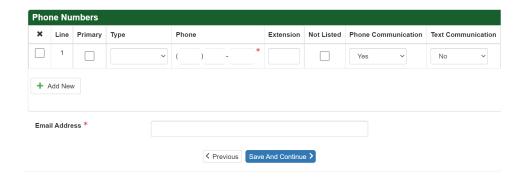
- 5. Enter your **Home Address** and **Mailing Address** as accurately as possible. If you had a ParentVUE account prior, please review your **Home Address** and **Mailing Address** and update if necessary. Select **Save and Continue** on each screen.
- Read the Rights of Non-Custodial Parent/Guardian Notification and select Save and Continue
- 7. Enter/update your name and personal information as needed. Select **Save and Continue** after reviewing/editing each screen.



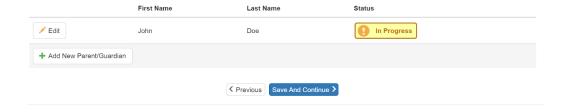
8. Add/update your Employee Information as needed. Select **Save and Continue**.



9. Add/update your phone number(s) and email address. Select **Save and Continue**.



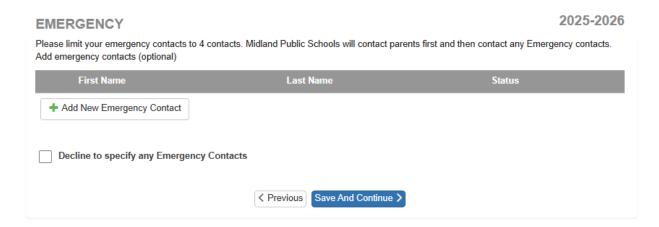
- 10. Midland Public Schools participates in the Free and Reduced Lunch Program. We have provided a link and a brochure for this program. *Note:* Please complete this form if you think you qualify, if you aren't sure you do, or even if your student will be attending a free and reduced program school.
- 11. To add additional parents/guardians, select the Add New Parent/Guardian button and repeat steps 6 10. Once all parents/guardians have been added, select **Save and Continue**.



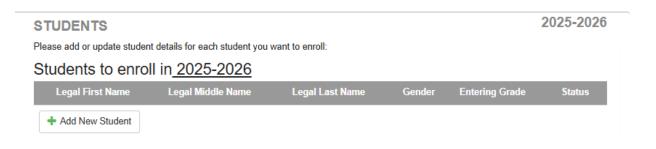
12. Select the Add New Emergency Contact button to add any new emergency contacts. Select **Save and Continue** after reviewing/editing each screen.

Note: Add all Emergency Contacts for your family. You will assign the relationships to the students later in the process.

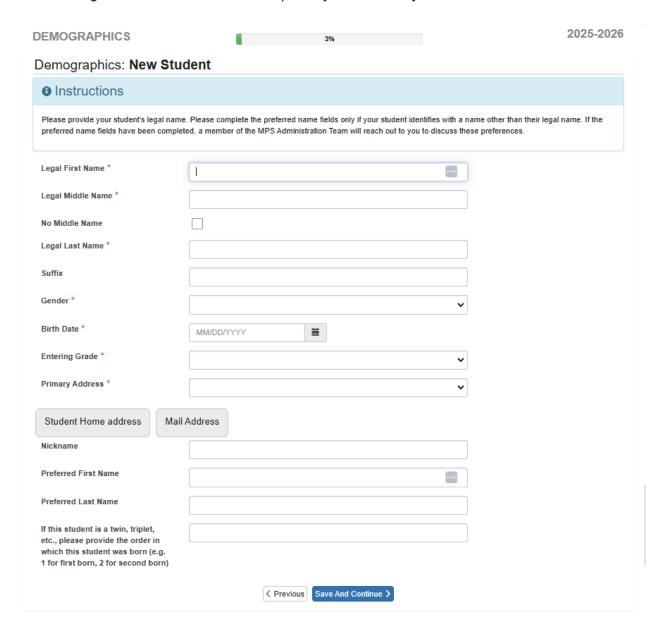
Select Save and Continue when all statuses are Complete.



13. Select **Add New Student** to add your new student. Note: If you have students currently enrolled and attending Midland Public Schools, they will show up in the **Student to exclude** area



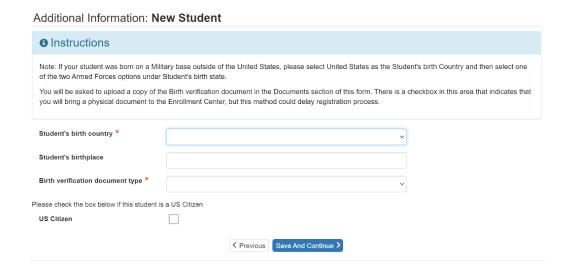
14. Add all pertinent information on the Demographics tab. Select **Save and Continue** when finished. **Note**: you will only be able to select grade levels allowed based on your student's age. You must also select one primary address for your student.



15. If you are enrolling a kindergarten or DK student, and your student will not be 5 prior to September 1, of the current calendar year, you will see our Kindergarten Waiver page and will need to give 4 reasons/evidence that your child is ready to enter Kindergarten

Kindergarten Waiver Forr	m: New Ann Student
of age not later than December 1, 2023, ti legal guardian notifies the school district i of the Midland Public School district after	if a child residing in the Midland Public School district is not five years of age on September 1, 2023, but will be five years he parent or legal guardian of that child may enroll the child in kindergarten for the 2023-2024 school year if the parent or n writing no later than June 1, 2023, that he or she intends to enroll the child in kindergarten. If a child becomes a resident June 1, the child's parent or legal guardian may enroll the child in kindergarten for that school year if the parent or legal not later than August 1, 2023 under this subsection.
kindergarten due to the child's age or oth	notification may make a recommendation to the parent or legal guardian as to whether the child is not ready to enroll in er factors. Regardless of the district recommendation, the parent or legal guardian retains the sole discretion to sild in kindergarten if the student is five years of age not later than December 1, 2023.
	liness (provided by the parent):
Please provide Four examples that describe 1 *	G
2*	
3*	
4*	
	Save And Continue >

16. Complete the Additional Information screen. Select **Save and Continue**. *Note: Different options will appear depending on if the birth country is US or non-US*.

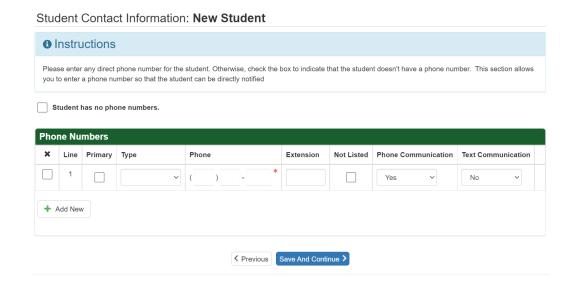


17. If you didn't select that your student is a US Citizen, you will need to fill out additional information regarding Country of Citizenship

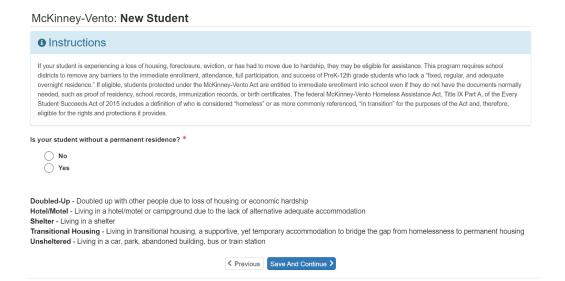


✓ Previous Save And Continue ➤

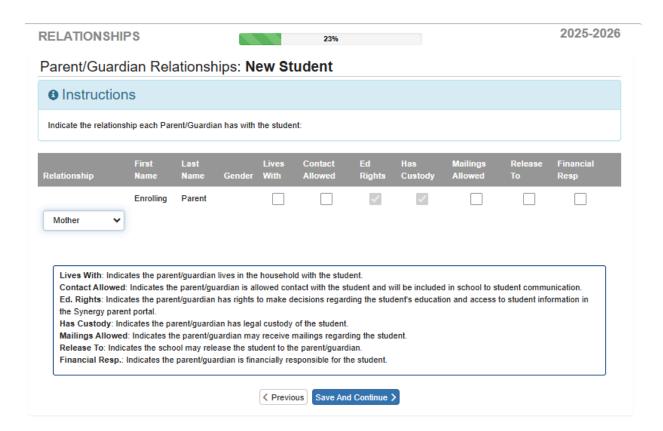
18. Add student phone numbers on the Contact Information screen. Select Save and Continue. **Note**: If you would like the student to receive School/District Notifications such as School Closures, please select "Yes" under Text Communication



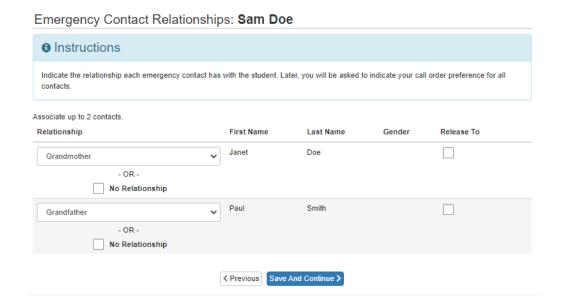
19. Please indicate the type of residency your student has. **Note**: If you feel your student doesn't have a permanent residence but aren't sure, the list of residency types that indicate a non-permanent residence is listed on the page.



20. Complete the Parent/Guardian Relationship screen. Be sure to check all relevant fields. If custody papers exist for any parents/guardians that have been added to the student's record, you will need to upload those documents in the Documents section at the end of the enrollment form. Select **Save and Continue**.



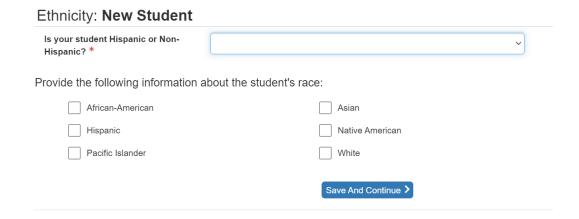
21. Complete the Emergency Contact Relationships screen. Mark the relationship each emergency contact has with the student. If you wish for one or more of the emergency contacts to not be associated with this student, select No Relationship. Once completed for all contacts, select **Save and Continue**.



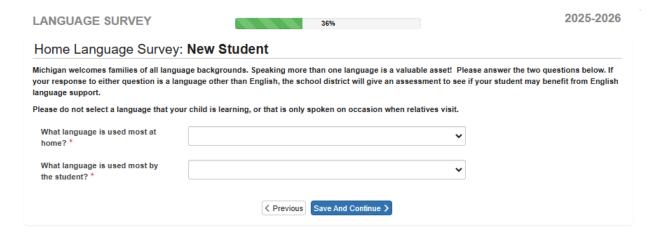
22. Drag and drop emergency contacts into the order of which they should be contacted in case of an emergency. Select **Save and Continue**.



23. Complete the Ethnicity screen. Select Save and Continue.

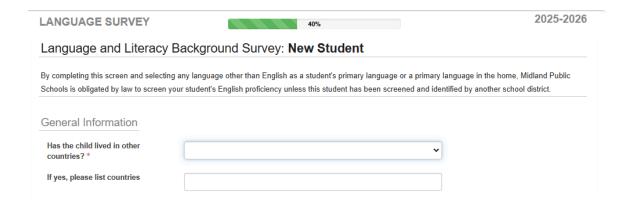


24. Complete the Home Language Survey screen. Select Save and Continue.

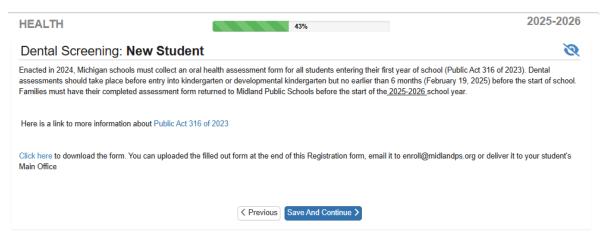


25. If either of the answers from the previous screen are not English, you will be required to fill out our Language and Literacy Background Survey.

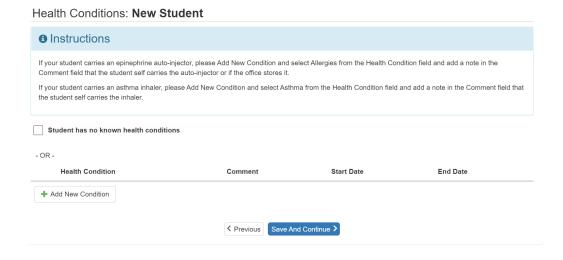
By completing this screen and selecting any language other than English as a student's primary language or a primary language in the home, Midland Public Schools is obligated by law to screen your student's English proficiency unless this student has been screened and identified by another school district.



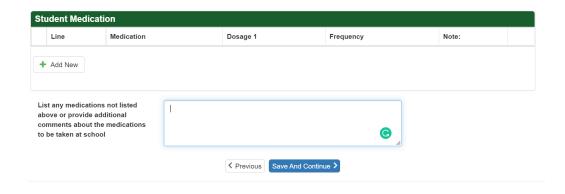
26. For Kindergarten and Developmental Kindergarten, a dental screening form is required to be submitted during registration. This page talks about how to download the form and more information about the Public Act. Select Save and Continue



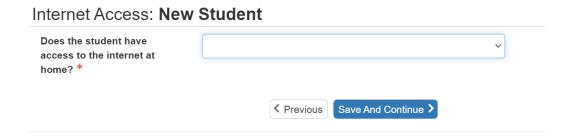
27. Add Health Conditions as necessary. If your student has no known health conditions, check the "Student has no known health conditions" box. If this box is checked and you want to add health conditions, uncheck the box to see the Add New Condition button. Select Save and Continue.



28. Complete the Student Medication screen. Select **Save and Continue**. *Note:* A doctor's note is needed for MPS to administer any medication at school. You can upload these notes in the Documents section at the end of the enrollment form

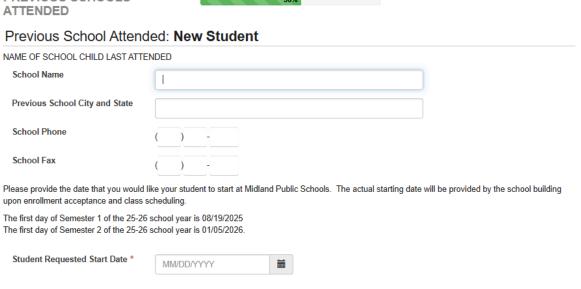


29. Complete the Internet Access screen. Select Save and Continue



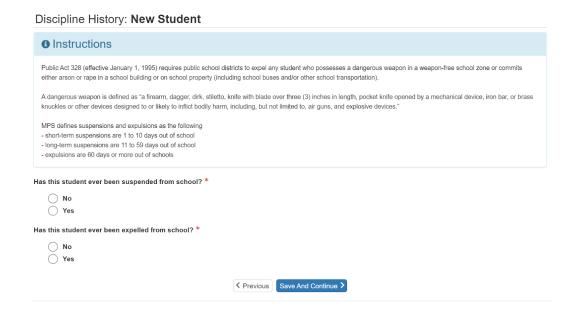
30. Complete the Previous School Attended screen. Select the date you would like your student to start at MPS. Select **Save and Continue**.

PREVIOUS SCHOOLS

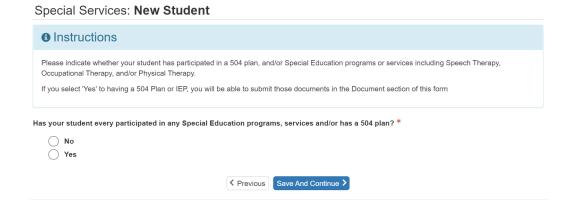


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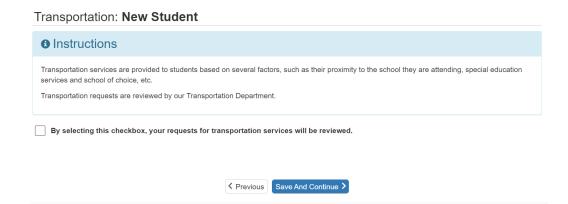
31. Complete the Discipline History screen. Select Save and Continue.



32. Complete the Special Services screen. Select **Save and Continue**. *Note*: *If your student has a 504 plan and/or an IEP, you will need to upload the documents in the Document section at the end of the form. More questions will appear if you answer "Yes" to the first question on this screen.*



33. Complete the Transportation screen. Select **Save and Continue**. *Note: More questions will appear if you check the box indicating that you are requesting transportation services to be reviewed for your student*

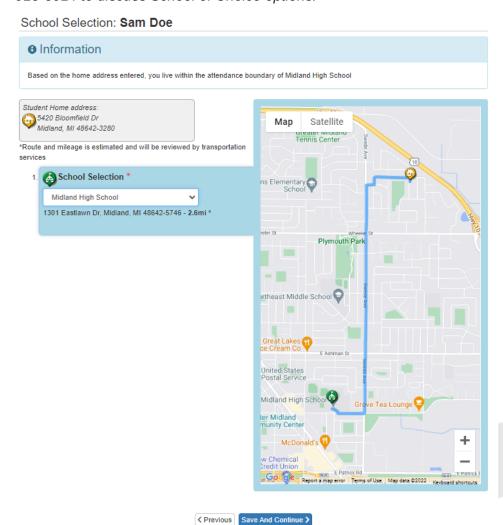


34. Read and fill out the Information Release screen. Select **Save and Continue**. *Note:* the Payschool link to pay for the Device Insurance doesn't open until July 1st for the next school year. You will want to save this link if you are registering your student before July 1st.

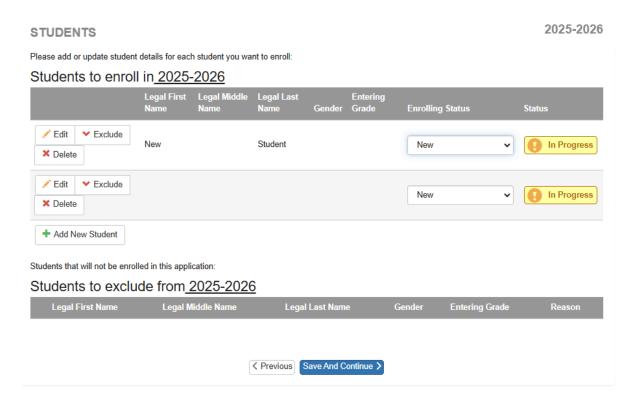
INFORMATION RELEASE	70% 2025-2026		
Student Information Release: New Student			
Occasionally, Midland Public Schools posts releases to social media (Daily News. Please indicate if you would like us to refrain from posting	e.g. X formerly Twitter, Facebook, and Instagram) and to other media outlets, such as The Midland any of the following:		
Do not release student name (Directory Information)	Do not release student ID (Directory Information) Do not release student telephone number (Directory		
Do not release student address (Directory Information)	Information)		
Do not release student grade level (Directory Information)	Do not release student degrees, honors and awards received (Directory Information)		
Do not release student most recent educational institute attended (Directory Information)	Do not release student dates of attendance (Directory Information)		
Do not release student sports and activity participation (Directory Information)	Do not release student info including photo to social media		
Do not release student info including photo to district communications and yearbook	Do not release student info including photo to media outlets		
Do not release student info to military recruiters			
At Midland Public Schools, we offer a number of Virtual courses that yours student can enroll. These courses take the place of a in-person instructional class. Please make a selection below on whether your student will be allowed to enroll in such a course. This option doesn't pertain to emergency situations where the whole class, school or district moves to virtual instruction. Virtual Learning Consent *			
At Midland Public Schools, we provide a Chromebook to every student, each school year, to be used for school-related work. MPS offers optional insurance for parents if a student damages a device. Parents have an option to either opt in or opt out of this insurance. The insurance options and device use requirements are listed on the student device agreement which must be completed and can be found here. https://www.midlandps.org/student-device-agreement			
Payments can be made starting on July 1st, 2025.			
SchoolPay 2025-2026 Technology Insurance Link			
Student Device Agreement *	•		
district has two different forms for students that is based on grade	Board policy 3116 outlines what constitutes acceptable use of district technology. The level to make it easier to talk with younger students about appropriate technology use. By rour student to use the technology provided by the district for educational cy		
Student Acceptable Use Policy (AUP) *	•		
< F	Previous Save And Continue >		

35. Read through the MCIR Release page and Accept or Deny the MCIR Consent to Release. Select **Save and Continue.**

36. The School Selection screen will automatically populate with the School in your area based on your student's grade and primary address from step 14. **Note**: The School of Choice Window is only open for certain periods during the year with a different form. Please contact the District Enrollment Center at enroll@midlandps.org or (989) 923-5024 to discuss School of Choice options.

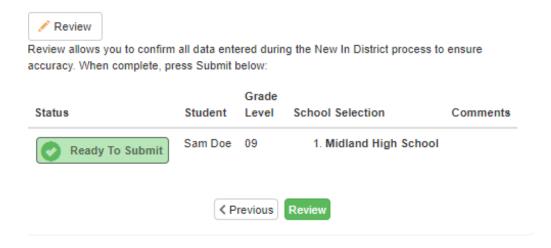


37. If you have additional students, select the Add New Student button and follow steps 14-34 for each additional student



- 38. When all student information has been completed, select the Save and Continue button
- 39. Upload any of the following documents. You can also choose to bring these documents to the District Enrollment Center at the Administration Center but this will delay the Registration process. Once you have completed uploading all documents, select **Save and Continue**
 - a. Primary Home Address Verification document. This document can be a utility bill, lease agreement, rent receipt, mortgage statement, or purchase agreement.
 - b. Birth Verification for each student that is being enrolled at this time **Note**: Per Board of Education Policy 5303, if a birth certificate is not available, you will need other reliable proof of the student's identity and age and an affidavit explaining the inability to produce a copy of the student's birth certificate.
 - c. Immunization records for each student that is being enrolled at this time.
 - d. Doctor's notes for any medications.
 - e. 504 Plan if so indicated on the Special Services screen. Please upload the individual plan for each student that is being enrolled at this time.
 - f. IEP if so indicated on the Special Services screen. Please upload the individual plan for each student that is being enrolled at this time

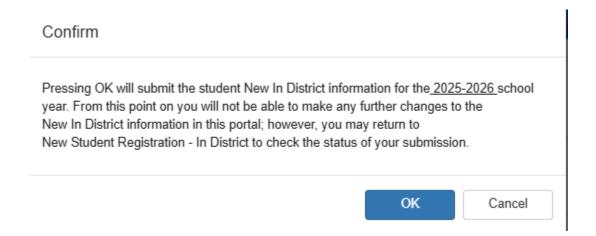
- g. Vision/Hearing Screening for any Kindergarten or DK students being enrolled at this time.
- h. Dental Screening for any Kindergarten or DK students being enrolled at this time (this must be completed not more than 6 months prior to the start of the next school year)
- i. Custodial Documentation (if needed)
- j. Individual Healthcare Plans if the student has health conditions that require a plan to be in place
- 40. Review the updated information by selecting **Review**.



- 41. At the bottom of the review screen, click the checkbox to indicate that you have verified the information and select **Submit**.
 - I have reviewed all registration data and verified that it is correct

 Previous
 Submit

42. Select **OK** to confirm the submission of the enrollment.



43. You will see a confirmation message and a Status button where you can view the status of your requested enrollment and any updates.



Note: You will receive email notifications throughout the submission and review process. You can view the status of the process at any time in ParentVUE.

MPS Online Registration: https://mi-mps-psv.edupoint.com/PXP2 OEN Login.aspx

Online Registration Support: enroll@midlandps.org