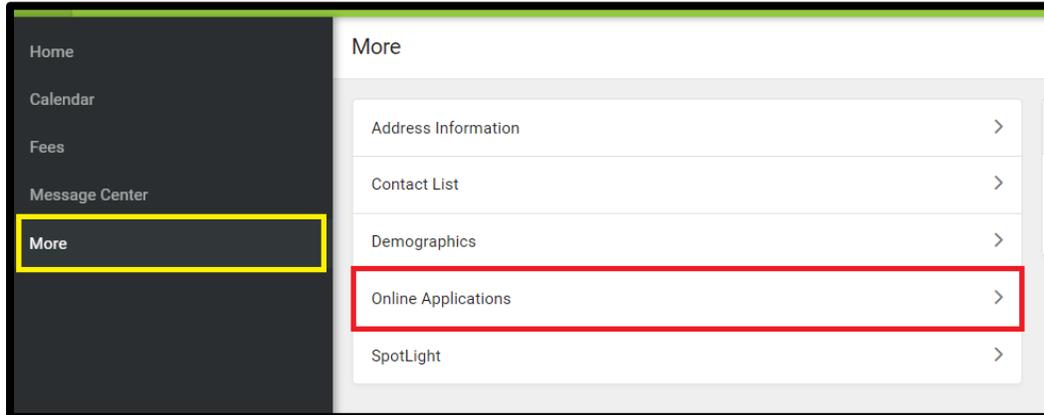




Instrucciones del Manual en Línea

Departamento de Tecnología
de HCSD

1. Inicie una sesión en su portal de padres.
2. Seleccione “more” (más) en el menú de la izquierda. En la opción “more”, elija “Online Applications” (Solicitud5gb en línea.)

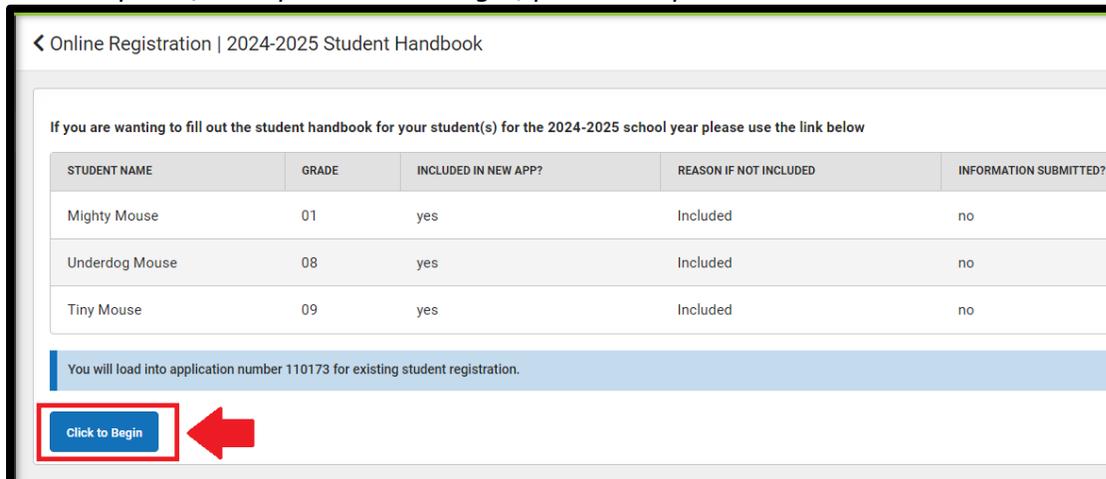


3. Seleccione “Start” (iniciar) al lado del 2024-2025 HCSD Student Handbook.



4. Antes de comenzar a completar los manuales, favor de asegurarse de que todos los estudiantes en su hogar están listados. Si no, favor de comunicarse con la escuela de su estudiante. Seleccione “click to begin” para comenzar el proceso.

** Solo el padre/tutor primario del hogar, podrá completar el manual en línea.*





Instrucciones del Manual en Línea

5. A continuación, escribirá su nombre en el cuadro provisto para comenzar el proceso. También tiene la opción de ver el manual en español. Haga clic en enviar.

**Anote el número de solicitud en la esquina superior derecha en caso de que haya algún problema con el envío de su manual.*

Infinite Campus Online Registration
English | Español
* Indicates a required field

Welcome Mickey Mouse! Please type in your first and last name in the box below.
By typing your name into the box below you attest that you are the person authenticated into this application or an authorized user of this account, and the data you are entering/verifying is accurate and true to the best of your knowledge.

Type Your First and Last Name to Continue *

Mickey Mouse

Submit

Application Number [REDACTED]
Application For 2024-2025 HCBE Student Handbook

6. Hay varias pestañas que completar en el manual:

- **Información del hogar:** *Si tiene una nueva dirección, comuníquese con la Central de Registración para actualizar su información.*

- **Información del padre/tutor**

- **Información del contacto de emergencia:** *Usted debe tener 1 contacto de emergencia que NO sea el padre/tutor(es). Solo puede incluir 2 contactos de emergencia en el manual en línea. Si necesita agregar más, puede hacerlo en la escuela de su estudiante.*

- La última pestaña será **Estudiante**, y aquí es donde completará y responderá las preguntas del manual. Antes de ingresar/responder la información, todos los estudiantes estarán resaltados en amarillo y tendrán un estado de **Incompleto**. Haga clic en cada estudiante individualmente para completar el manual.

Infinite Campus Online Registration
English | Español
* Indicates a required field

Application Number 110173
Application For 2024-2025 HCBE Student Handbook

Household Parent/Guardian Emergency Contact Student Completed

Student

Please make sure you click on Edit for each person listed below and that you go through each part of the application before you finish your application.
Student's highlighted in yellow have NOT been edited/verified.
Once each child has been verified you will see a checkmark under the Completed column, then you may click Save/Continue at the bottom and proceed to the end of the application.

FIRST NAME	LAST NAME	GENDER	SCHOOL	RECORD TYPE	COMPLETED
Tiny	Mouse	M	Perry High School	Existing	INCOMPLETE >
Mighty	Mouse	M	Bonaire Primary	Existing	INCOMPLETE >
Underdog	Mouse	M	Thomson Middle School	Existing	INCOMPLETE >



Instrucciones del Manual en Línea

Departamento de Tecnología
de HCSD

7. Usted tiene que completar un manual por cada estudiante en su hogar. Firmará y escribirá su nombre por cada estudiante reconociendo la política y los procedimientos del Distrito Escolar del Condado de Houston.

Acknowledgement

For the 2024-2025 school year, the Houston County School District is making school-level handbooks available electronically for viewing online. We encourage you to access your child's school-level handbook by going to the schools website. The purpose of the handbook is to guide students and inform parents about the policies and procedures of our school district. Please read the handbook carefully; a lack of knowledge of these rules is no excuse for breaking them and does not exempt a student from receiving consequences for inappropriate behavior.

I have paid particular attention to the following subjects:

- Attendance Policy
- Bus Conduct Policy
- Family Educational Rights and Privacy Act (FERPA)
- Grievance Procedures for Title IX, Title I, Title II, Section 504, and General Complaints
- Internet and Acceptable Use Policy IFBG
- ESSA "Right to Know Professional Qualifications of Teachers and Paraprofessionals"
- School Clubs/Activities are available at the school and have completed the Student Prohibition from Extracurricular Activities form for any clubs or activities in which I prohibit my child from participating
- Discipline which includes information about the Elementary Alternative Program
- Student Code of Conduct which includes information about Bullying and Sexual Harassment
- GA DOE Parent Occupational Survey
- Health Related Services Medical Questionnaire
- Household Information Form
- Sex Education Instructions – Option to Decline
- Student Prohibition from Extracurricular Activities
- Photo, Video, and Media Interview Opt Out Form

[Please click here to access your child's school-level handbook](#)

I have read the Student Handbook and understand that the schools and school district must operate according to the stated policies and procedures.
*To request a hard copy of the handbook, please contact your child(s) school.

*
Yes

Please sign your name on the line below:



Please type your name in the box:



Instrucciones del Manual en Línea

Departamento de Tecnología
de HCSD

8. Una vez que todos los estudiantes en su solicitud hayan sido completados, ya no estarán resaltados en amarillo y su estado será **Completado**. Haga clic en **Guardar/Continuar**.

Student

Please make sure you click on Edit for each person listed below and that you go through each part of the application before you finish your application. Student's highlighted in yellow have NOT been edited/verified. Once each child has been verified you will see a checkmark under the Completed column, then you may click Save/Continue at the bottom and proceed to the end of the application.

FIRST NAME	LAST NAME	GENDER	SCHOOL	RECORD TYPE	COMPLETED
Tiny	Mouse	M	Perry High School	Existing	COMPLETED >
Mighty	Mouse	M	Bonaire Primary	Existing	COMPLETED >
Underdog	Mouse	M	Thomson Middle School	Existing	COMPLETED >

Description of Add Student

< Back Save/Continue

9. Firmará su nombre por última vez y luego hará clic en enviar. Usted recibirá un correo electrónico confirmando que se envió su manual digital. Guarde este correo electrónico para sus registros.

English, Español

Household Parent/Guardian Emergency Contact Student Completed

* Indicates a required field

Please sign on the line below.

Clear

Your application is not complete until you click the **SUBMIT** button below. Once you click **SUBMIT**, changes can not be made to your application. If you need to make changes, please select the back button prior to submitting. Once you have submitted your application, you will receive a confirmation email, please keep this email for your records.

Back Application Summary PDF Submit