

Dickinson ISD Online Student Registration Instructions – Skyward Family Access

Dickinson ISD has updated the required back to school registration process. We will now utilize Skyward Family Access to verify and update student, family, emergency, and health information.

1st: Log in to Family Access with your Family Access Login ID and password

Go to the **Dickinson ISD website** (www.dickinsonisd.org) and use the Skyward Family Access link in the bottom left corner:



Your one Family Access account allows you to **access all of your children**.

If you do not have a Family Access Login ID you can request one by contacting your child's campus. Campus phone numbers are listed on the main Dickinson ISD home page by clicking on the **Campuses** link and then selecting your child's school campus from the list.

NOTE: Only **Family #1** will be able to **make changes** to your child's information. Family #1 is **determined by the address where the student resides**.

2nd: Click on the "Go to Online Registration" link.

****YOU MUST COMPLETE THIS REGISTRATION PROCESS FOR EACH CHILD.**



The following section will display on the main page when you log in to Family Access.

To begin the registration process, click the link that says Go to Dickinson ISD Online Registration

3rd: When you click on the Online Registration link, the screen below displays. Follow the directions carefully as you navigate through the steps. You must complete each step in order.

Dickinson ISD Online Registration

Miranda (DICKINSON H S 2017-2018)

District Message	District Message
Welcome to the Dickinson ISD Online Student Registration	1. Verify Student Information
Please go through each of the steps below to complete you child's registration.	a. Student Information
You must click the button/link for each step which opens a new window where you can verify or update the student information.	b. Family Address
After you finish each step, check the Step # box. This will mark the step as complete. You are then able to move to the next step in the process.	c. Family Information
The final step will give you the option to print a review page.	d. Emergency Information
Make sure you click the "Complete Registration" button in the final step. This flags your account as "Complete"	e. Emergency Contacts
All returning student must provide proof of residency to the appropriate campus at the time designated in the Back to School Packet.	f. Health Information
	2. Online Meal Application
	3. Look up bus route
	4. School Calendar, Dress Code, Supply List
	5. Student Code of Conduct
	6. Student Handbook
	7. Texas Kids First Student Insurance Information
	8. Enroll in supplemental insurance program
	9. Complete Dickinson ISD Online Registration

Next

Close and Finish Later

When you have **completed** each step in the registration process, **check the box for that step that reads "I have completed this step"**. You will not be able to proceed to the next step until you have completed the previous step. To move from step to step press the **Next Step** button.

For each step:

Click the button/link which opens a new window where you will verify or update information

Follow the directions for that step. Enter/Update information. Click the SAVE button.

Check the box for each step to mark that step as Complete.

After completing the final step, the **Complete Online Registration** window, shown below, is displayed. This is a review of the steps performed during the registration process.

Click the Submit Dickinson ISD Online Registration button. Clicking this button marks the student’s registration as “Complete” and **finalizes the online registration process.**

Dickinson ISD Online Registration

██████████ (DICKINSON H S 2017-2018) Print

Step 9. Complete Dickinson ISD Online Registration (Required)
By completing Dickinson ISD Online Registration, you are confirming that the Steps below have been finished. Are you sure you want to complete Dickinson ISD Online Registration for Miranda?

Review Dickinson ISD Online Registration Steps	
Step 1) Verify Student Information	Completed 07/31/2017 8:25am
<i>No Requested Changes exist for Step 1.</i>	
Step 2) Online Meal Application	Completed 07/31/2017 8:25am
Step 3) Look up bus route	Completed 07/31/2017 8:25am
Step 4) School Calendar, Dress Code, Supply List	Completed 07/31/2017 8:25am
Step 5) Student Code of Conduct	Completed 07/31/2017 8:25am
Step 6) Student Handbook	Completed 07/31/2017 8:25am
Step 7) Texas Kids First Student Insurance Information	Completed 07/31/2017 8:25am
Step 8) Enroll in supplemental insurance program	Completed 07/31/2017 8:26am

Guardian Name: ██████████ Guardian Address: ██████████

District Message

- 1. Verify Student Information
✓ Completed 07/31/2017 8:25am
- ✓ a. Student Information
- ✓ b. Family Address
- ✓ c. Family Information
- ✓ d. Emergency Information
- ✓ e. Emergency Contacts
- ✓ f. Health Information
- 2. Online Meal Application
✓ Completed 07/31/2017 8:25am
- 3. Look up bus route
✓ Completed 07/31/2017 8:25am
- 4. School Calendar, Dress Code, Supply List
✓ Completed 07/31/2017 8:25am
- 5. Student Code of Conduct
✓ Completed 07/31/2017 8:25am
- 6. Student Handbook
✓ Completed 07/31/2017 8:25am
- 7. Texas Kids First Student Insurance Information
✓ Completed 07/31/2017 8:25am
- 8. Enroll in supplemental insurance program
✓ Completed 07/31/2017 8:26am
- 9. Complete Dickinson ISD Online Registration**

After you click on the “Submit Online Registration” button, you will be shown the following message indicating that online registration has been completed:

██████████ (DICKINSON H S 2017-2018)

✓ Dickinson ISD Online Registration was **successfully completed** and submitted to the district for ██████████ on Mon Jul 31, 2017 8:31am by ██████████

[Go back to review completed steps](#)

[Mark Dickinson ISD Online Registration as not completed and make changes](#)

If you have more the one student, you will need to complete the registration process again for each remaining student.

If you need to make a change before the online registration window closes:

If you find that you need to make any changes before the online registration window closes, you can click the Dickinson ISD Online Registration link in the left column.

**Dickinson ISD
Online
Registration**

The Online Student Registration screen then displays. Click on the student's name at the bottom to re-open the online registration for that student.

Dickinson ISD Online Registration

Calendar

Student Info

Discipline

Test Scores

Fee Management

Activities

Educational Milestones

Endorsements

Portfolio

Health Info

Login History

DICKINSON H S

Welcome to the Dickinson ISD Online Student Registration

Please go through each of the steps below to complete you child's registration.

You must click the button/link for each step which opens a new window where you can verify or update the student information.

After you finish each step, check the Step # box. This will mark the step as complete. You are then able to move to the next step in the process.

The final step will give you the option to print a review page.

Make sure you click the "Complete Registration" button in the final step. This flags your account as "Complete"

All returning student must provide proof of residency to the appropriate campus at the time designated in the Back to School Packet.

██████████
2017-2018
Completed Mon Jul 31, 2017 8:31am by ██████████

[View History](#) | [View Unread Denials](#)

The final online registration page will be displayed again:

Dickinson ISD Online Registration

(DICKINSON H S 2017-2018) [Print](#) | [Mark as not completed and make changes](#)

Step 9. Complete Dickinson ISD Online Registration (Required)

By completing Dickinson ISD Online Registration, you are confirming that the Steps below have been finished. Are you sure you want to complete Dickinson ISD Online Registration for Miranda?

Review Dickinson ISD Online Registration Steps

Step 1) Verify Student Information	Completed 07/31/2017 8:25am
<i>No Requested Changes exist for Step 1.</i>	
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Step 6) Student Handbook	Completed 07/31/2017 8:25am
Step 7) Texas Kids First Student Insurance Information	Completed 07/31/2017 8:25am
Step 8) Enroll in supplemental insurance program	Completed 07/31/2017 8:26am

Guardian Name: [REDACTED] Guardian Address: [REDACTED]

District Message

1. **Verify Student Information**
✓ Completed 07/31/2017 8:25am
 - ✓ a. Student Information
 - ✓ b. Family Address
 - ✓ c. Family Information
 - ✓ d. Emergency Information
 - ✓ e. Emergency Contacts
 - ✓ f. Health Information
2. **Online Meal Application**
✓ Completed 07/31/2017 8:25am
3. **Look up bus route**
✓ Completed 07/31/2017 8:25am
4. **School Calendar, Dress Code, Supply List**
✓ Completed 07/31/2017 8:25am
5. **Student Code of Conduct**
✓ Completed 07/31/2017 8:25am
6. **Student Handbook**
✓ Completed 07/31/2017 8:25am
7. **Texas Kids First Student Insurance Information**
✓ Completed 07/31/2017 8:25am
8. **Enroll in supplemental insurance program**
✓ Completed 07/31/2017 8:26am
9. **Complete Dickinson ISD Online Registration**

[Previous Step](#) [Next Step](#)

Click on the STEP where you need to edit information. **UNCHECK** the box that says I have completed this step in order to make changes. Once you have made the changes, you will need to check the box again to mark that step as Complete.

****Also, you will need to re-do the FINAL STEP.**

Click the **Submit Online Registration button** to finalize the registration and flag that student's registration as complete