Registering New Students for Established Families

If you are a current family and have additional students to enroll, there are two options.

**RE-ENROLL**

To re-enroll a Student who previously attended one of the Mt. Vernon Schools, use the Re-Enroll Button on the Portal. Arrow through the list of students or use the drop down list of names of your students to find the student you want to re-enroll. Then Click on the Blue Re-enroll button.

AFTER you have completed the re-enroll students, proceed to the Online Registration on the yellow band.

**ADD NEW STUDENT**

To add a student in your family not previously enrolled in Mt. Vernon Schools, proceed to the Online Registration on your parent portal.

On the **Student Information** Form, in the gray band at the bottom of the screen, on the left, click the Add Student icon.

After completing the registration, please take Immunization Records, Birth Certificate or other proof of age, Proof of Residency and any Court Order documents that would apply to the school to the appropriate building office so that your students can be enrolled.

For questions, call these numbers for the building offices.
Mt. Vernon High School 466-7526
Mt. Vernon Middle School 466-3137
Mt. Vernon Intermediate School 466-2312
Mt. Vernon Elementary School 466-7512