




How to Enroll a Student Using Aeries Online Enrollment

Please follow the instructions below to **enroll a new student**. Make sure you have a valid address within school district boundaries, immunization dates, and an email account to complete this process.

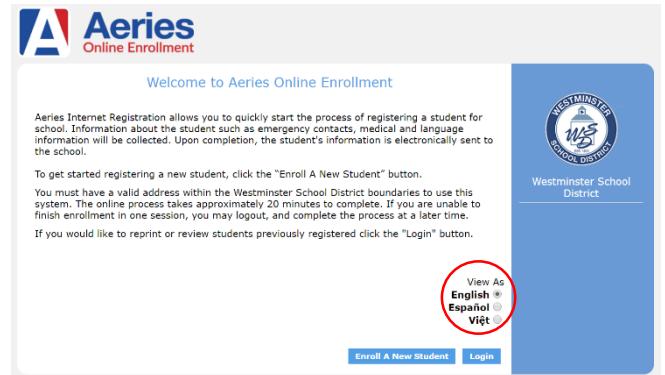
1. Go to www.wsdk8.us, then to **MyWSD**. Click on the  link (<https://parentportal.wsdk8.us/enrollment/>).

2. Click on the **Enroll A New Student** button.

3. Select **Pre-Enrollment (Kindergarten)** or **Current School Year** from the drop-down arrow and then click on **Next**.

4. Read the **Required Information** details, click **Next**.

5. Enter your name, email address, and account password; click the **Create account** button.



6. Review the **Terms of Use** and check the “I agree” box on the bottom left. Click **Next**.

7. Enter the **Student’s Name, Birthdate, and Grade**. Click **Next**.

8. Enter the **Resident Address information** and click **Next**. After clicking on **Next**, the **Account Created** screen will display and an email will be sent to your email address.

9. You will receive an email from: enrollment@wsdk8.us. Check your email account, and verify your email address by clicking the **Click Here** link in the message sent to you.

10. After the email link is clicked on, click **Next** to continue with the enrollment process. Note: you may need to log in with the email address and password entered in Step 5.

11. Complete the enrollment process by entering **General Student Information, Language Information, Resident Parent Information, Restrained Individual (if any), Emergency Contacts, Health Survey, Immunization Information, Other District Enrollments, Authorizations, and reviewing Documents**.

12. Any information that displays an **Edit** button can be edited **before clicking on the Finish and Submit button**.

13. When the Enrollment is completed the data will be submitted by clicking the **Finish** and **Submit** button. After clicking on the button, an email will be sent to the school to notify that a new enrollment is ready to be reviewed. The **Print** button will print out a copy of the enrollment information if you would like a copy for your records.

Enrollment Confirmation

Please print two copies of this page, a copy for the school and one for yourself. You will need to bring a copy of this confirmation page as well as immunization records, birth certificate and proof of residency.

Please contact the school to schedule an appointment.

[Print](#)

14. After completing this process, please bring the required paperwork to your school of residence.