Online Enrollment Tips

- The online process will take about 30 minutes to complete. If you are unable to complete the process in one sitting, you may logout and resume the process at a later time. Once you click on "Register a new student," select the year "2017-18" if you are enrolling for the current school year or select "2018-19 Pre-Enrollment" if you are enrolling for the next school year. Review the "Required Information" page which lists what you'll need to have available for a smoother enrollment process. You will need to create an account with your email address and password.

- Please fill out the requested information *as completely as possible*. When you are finished, **print out page one of the Registration Confirmation and include a parent/guardian signature**. Attach that page to the completed **"Statement of Residency"** form which is included in the registration packet along with the **necessary residency documents** and submit them to your child's designated school.

  Please note the following:
  We have encountered a few quirks with our online enrollment system. Here are some tips to make the process easier for you.

- We highly recommend using the Chrome or Firefox browser. We have experienced some issues with Internet Explorer.
- Be sure to add aeries@lgsuhsd.org to your email safe senders list before you start the enrollment process. The system will send you a verification email. Most systems will route the message to your spam or junk mail folder or not deliver the message at all if aeries@lgsuhsd.org is not registered as a safe sender.
- When entering your residence address, type the house number and the first few letters of your street name. Select your address from the drop down that will display and let the system fill in the rest of the fields. Entering anything other than what is displayed in the drop down will cause the address verification process to fail.
- On the General Student Information page, be sure to enter a Birth State if your student was born in the United States. Some browsers may disable that field and the process will fail when you move on to the next pages. This has been an issue in Internet Explorer.
- Enter each parent contact once. Do not list parents as emergency contacts if they have been entered as a parent contact.
- Students and parents must have separate email addresses to integrate correctly with the Aeries Student Information System and Canvas, our Learning Management System. Please do not enter a parent's email address as the student's email address.

If you have any questions about this enrollment process, please direct them to your designated school's registrar.