How to Enroll at KPS

9 Steps   [View most recent version](#) 🔗

Created by	Creation Date	Last Updated
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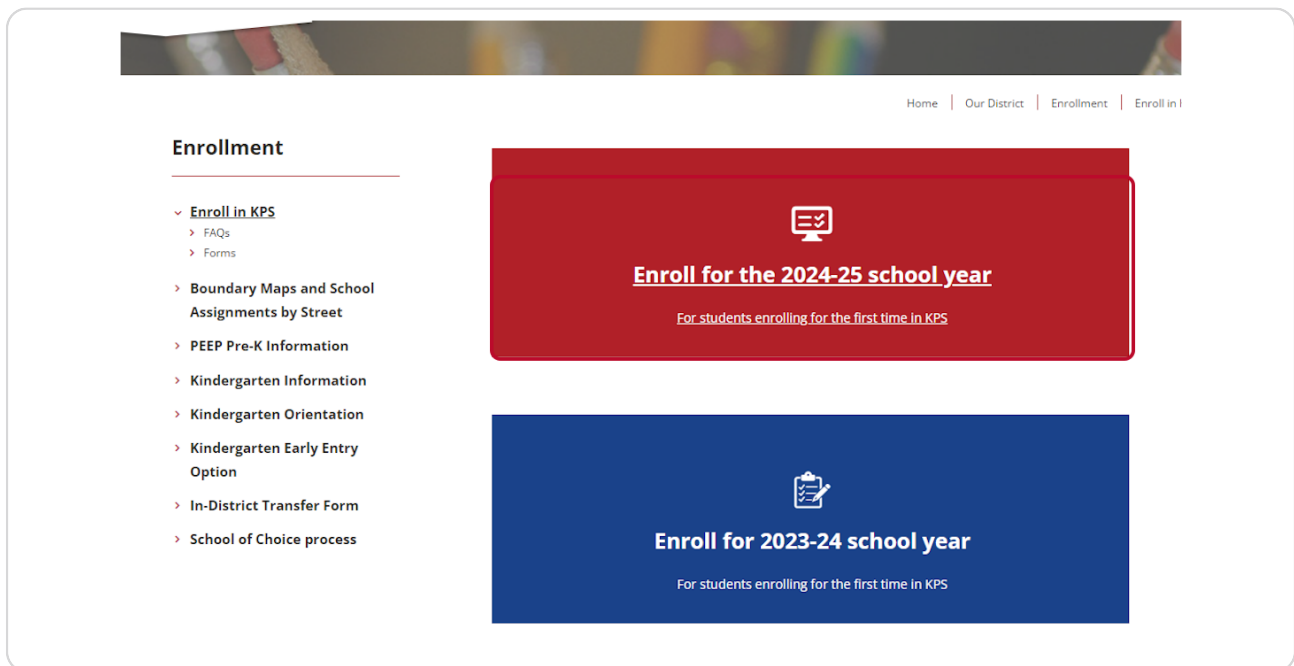Every child. Every opportunity. Every time.

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STEP 1

Begin at the KPS website
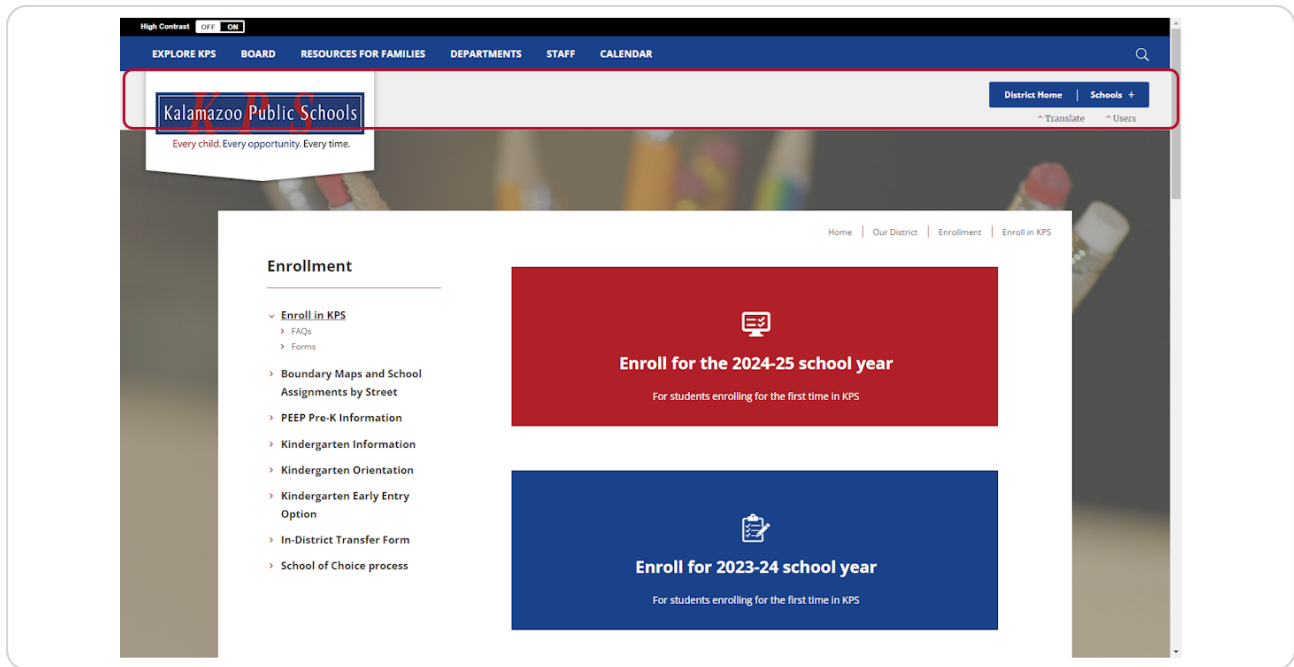
STEP 2

Click on Enroll for the 2024-25 school year

STEP 3

If you have an parent account use the boxes on the left, under "Sign In", to sign in.

STEP 4

If you do not have a parent account, click the blue box that says "Create Account".

STEP 5

Fill out the Profile and Security sections with your parent information.

STEP 6

When you have filled out your information for your parent account, click the blue box that says "Create Account".
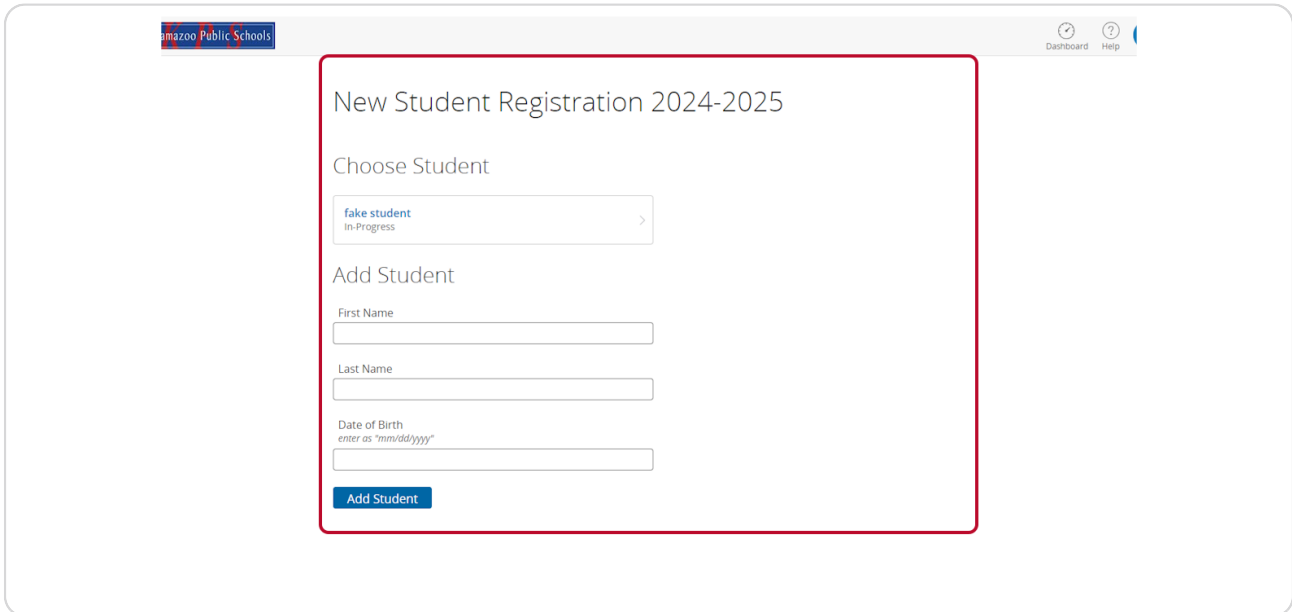
STEP 7

If you already have a student in the system they will appear under the words "Choose Student". If you are enrolling a new student add their name and birthday in the boxes and click the blue box that says, "Add Student".

STEP 8

Follow the instructions on the screen, and click the blue button that says "Next".

STEP 9

Required Enrollment Documents

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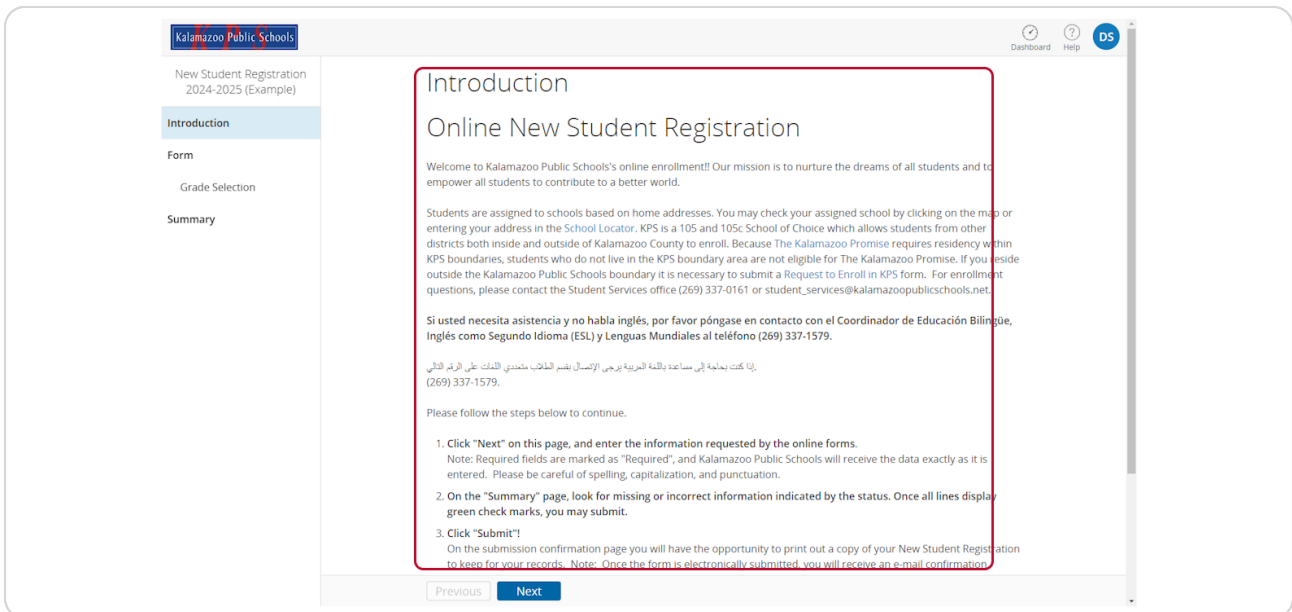
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Enrollment Documents Required for ALL New Students

-Registration Form

-Birth Certificate

-Immunization Records

-2 Pieces of Proof of Residency (utility bill or mortgage/lease statement)

In Addition:

-**Kindergartens** must provide proof of hearing and vision screening, and oral health assessment

-**Special Education Students** must complete a Temporary Placement Form

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