

## MISD ENROLLMENT Q&A

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**Q: How do I add another legal guardian who lives at another address?**

A: To enter a second guardian living in a SEPARATE household, please click “Yes, I want to add a legal guardian who lives at a different address.”

**Q: When I add another guardian and enter his/her primary telephone number, it overrides the current primary telephone number with his/her number. How can I correct this?**

A: Skyward only allows one primary number per household. Please decide which number you would like to list as your primary number. This could be a cell or landline phone number.

**Q: What do I enter as the expected enrollment date?**

A: If you are enrolling your student for the upcoming 2016-2017 school year, please enter 8/22/16. If you are enrolling for the current year, please enter the date you expect your student to start.

**Q: Why am I unable to view my incoming student's information after I submit his/her enrollment?**

A: You will not be able view your newly enrolled student until the campus has approved the student's enrollment.

**Q: What does the District mean by a “lease of reasonable duration?”**

A: Any short-term lease must extend at least two months into the semester in order to meet the residency requirement.

**Q: Can I bring in a cable or gas bill as part of my proof of residency?**

A: No, MISD can only accept water or electric as these reflect the most consistent usage.

**Q: When is my student's enrollment complete?**

A: Enrollment is not complete until all documentation has been received and accepted by campus personnel.

**Q: Whom do I call for enrollment support?**

A: Please contact the campus office in which you are enrolling.