



2020-2021 Student Registration

New to OKCPS families

Continuing OKCPS students

Step 1

Gather information* for registration

For Each Student

- Student birth certificate
- Student immunization record
- Previous school transcript, or last report card

For Family

- Two proofs of address:
 - (1) parent photo ID
 - (2) utility bills
 - (3) other official mail
- Emergency Contact information (at least two persons)

For Family

- Two proofs of address:
 - (1) parent photo ID
 - (2) utility bills
 - (3) other official mail
- Updated immunization record (if applicable)
- Emergency Contact information (at least two persons)

**Additional information at <https://www.okcps.org/backtoschool>*

Step 2

Go to Registration

Use the Online Registration link

*Please write down your application number. It is most helpful if you have to stop in the middle and then return to the application.

Use Campus Parent Portal link, Go to More > Enrollment Confirmation

*Forgot your username or password or need help set up a Campus Parent Portal account, submit form for Campus Parent Portal Issues.

Step 3

Complete each section including all forms. Uploading documents is an option for convenience and will reduce follow-up later

Follow the directions to complete requested information for each section listed below. Items with a red* cannot be left blank. Click Next as you complete each section or Save and Continue at the end of each page.