



Parents Registering New Students

Welcome to Tahoka ISD! We are excited to present online registration for your convenience. Please follow the steps below to register your child for the current year!

You will need a working email address. If you do not have an email address, please go to www.google.com and create an email for free. Once you have an email address continue to next step.

If you already have a Parent Portal account, enter your username, password, and log into your account. If you do not have a Parent Portal account, click on New User

For Current Users

Welcome to txConnect for Tahoka ISD

Login

Please enter your user name and password.

User Name:

Password:



The Parent Portal Mobile site is available!

From your smartphone or mobile device, please visit our mobile site at: http://txsuite_esc17.net/tcm153904/

District Message

Welcome to Tahoka ISD

New txConnect User?

If you need to create an account, click [here](#)

Have a New Student?

If you are new to the district and wish to enroll one or more students, please click [here](#), or, login if you already have an account, then, complete the Online Student Enrollment process.

Forgot your User Name/Password?

If you need help recovering your user name/password, click [here](#)

For New Users

If you have an account already, you can skip ahead to Enrolling a New Student.

If you are creating a new account, start by filling out your registration

Registration

User Info - Step 1 of 3

Please provide a user name, password, and e-mail.

User Name:

Must be between 6 and 25 alpha-numeric characters. (example: ABC5555)

Password:

Must be between 8 and 25 characters; must contain at least 3 of the following charac

Confirm Password:

Password must match entry in password field exactly. (case sensitive)

E-mail:

Must be a valid e-mail address format. (example: name@name.com)

Confirm E-mail:

A verification email will be sent to the address provided here. Please supply the give

Registration

Hint Question - Step 2 of 3

Select a question and enter an answer to help you retrieve your password if it is lost.

Question:

Answer:

After this step click next. It will bring you to this page.

Registration

Your account has been created. Please click 'Complete' to skip the below steps and log into your account.

Verify Email Address (optional)

You should receive an email message containing a verification code. Please enter that code here:

Your email address is required if you wish to receive alerts, edit existing student registration information, or, to enroll a new student in the district.

Verification Code:

Add Students (optional)

Please provide a Student Portal ID and birth date for each student you wish to add.

If you do not add a student at this time, you may add one in your profile later.

If you are new to the district, please skip this step by clicking the Complete button below. Your Portal ID will be given to you by your students' campus.

Student Portal ID:

Student Birth Date:

Enter date in MM/DD/YYYY format.

Added Students
(none)

Available languages: [English](#) [Español](#)

This is where you will put in the verification code that was sent to your email.

parentportal@esc17.net

to me

...

This is the address that the code will come from

Please verify that this is your email address by following these steps:

1. Log in to txConnect, and go to the 'My Account' page.
2. In the 'Email Address' section, enter the following verification key:

C3tfcg9RMFk4RwZK

Your code should look something like this

(You can copy the key from this email message and paste it into the appropriate box in txConnect.)

3. Click 'Verify Code' after entering the key to complete the email verification process.

To log into txConnect, click on the link below:

txsuite.esc17.net/tc153904/

Once you have clicked on Verify Code, you will see your email address. **Please make sure that this is the correct address and that it is the same one that is in our system for your child. Our system and this email need to match for this to work. If you are going to use a different email address please notify one of us so that we can change it in the system.**

Once you have verified your email click complete. Then go to my account at the top of the page. You will see a place to Enroll a New Student. Please click on that link.

My Account - Welcome User: kgarcia3

This page allows you to review and change your account settings.

Students

To see an already enrolled student's grades, attendance and other information, click on the student's name. To edit a student's email address, you can click the "Edit Settings for My txConnect Students" button to see more information.

Manage My txConnect Students:

[Add Student to \(or Remove from\) txConnect](#)

View/Edit Forms	Student Name	Associated Users	Last Login
-----------------	--------------	------------------	------------

There are no students associated with your account. Click on the 'Add Student to (or Remove from) txConnect' link above to add one.

If you are enrolling a new student, click on the 'Click here to Enroll a New Student for School' link, below.

My New Students:

[Click here to Enroll a New Student for School](#)

Student Name	Submitted to District?
--------------	------------------------

Click on the 'Click here to Enroll a New Student for School' link, above, to enroll a new student.

Click here to enroll a brand new student to Tahoka ISD. You will click here even if you have other children enrolled.

Once you click on the link, you will need to go through all six steps. **Please be sure to put parent or guardian information in first under the contacts.** After you have entered the guardian of the child then you can add other family or friends that you want us to be able to contact if we cannot get ahold of you. **Also please be sure to put the email address you used to set up your account under the first contact where it says email, and please enter a mailing address as well.** On step 4 be sure to click on the blue oval that says enter student info. You must click on that to enter all of your student's information.

The screenshot shows a sidebar on the left with six steps: Step 1 (Enrollment Overview), Step 2 (Enrollment Key), Step 3 (Addresses & Contacts), Step 4 (Student Information), Step 5 (Enrollment Forms), and Step 6 (Final Steps). Step 4 is currently selected and highlighted in a darker green. The main content area is titled "Student Information" and contains a table with the following data:

Student Name	Edit Data	Remove	Submitted to District?
Rhylan Micah Witt	Enter Student Info.	Remove	

Below the table, it says "Selected Student: Select a new student student list above."

Step five will be all the enrollment forms. You will have to click on each one individually. Once you click save changes you will have to click the x at the top of the page to close that window and then go onto the next form. Once all forms are filled out and signed electronically click on submit to district.

The screenshot shows the same sidebar as in the previous image, but now Step 5 (Enrollment Forms) is selected and highlighted. The main content area lists nine forms to be completed:

- [Ethnicity and Race Data Questionnaire](#) ☺
Read the form carefully and complete the form with the best possible information.
- [Migrant Education Program - Family Survey](#) ☺
Read the form carefully and complete the form with the best possible information.
- [Military Connected Student Data](#) ☺
Read the form carefully and complete the form with the best possible information.
- [Statement of Special Education Services](#) ☺
Read the form carefully and complete the form with the best possible information.
- [Student Directory Information Release](#) ☺
Read the form carefully and complete the form with the best possible information.
- [Student Media Release](#) ☺
Read the form carefully and complete the form with the best possible information.
- [Student Residency Questionnaire](#) ☺
The information on this form is required to address the McKinney-Vento Act 42 U.S.C. 11434a(2). The answers to this residency information help determine the services the student may be eligible to receive. Presenting a false record or falsifying records is an offense under Section 37.10, Penal code, and enrollment of the child under false documents subjects the person to liability for tuition or other costs. TEC Sec. 25.002(3)(d).
- [FERPA and Directory Information Notice](#) ☺
Read the form carefully and complete the form with the best possible information.
- [Falsification of Documents & Identity Verification](#) ☺
Read the form carefully and complete the form with the best possible information.

At the bottom of the list, it says: **Data saved and submitted for district processing. An email has been sent to you with registration information.**

At the bottom right, there is a button labeled "Continue to Final Step".

At the bottom left, there is a progress indicator with six steps, where step 5 is currently active and highlighted in blue.

After you click on submit to district you will click on continue to final step. You have to click on this for it to submit it to us.

Once you have finished your registration it will bring you to this page. There should be a check mark by your child's name if everything was done correctly.

The screenshot shows a web interface for enrollment. On the left is a vertical sidebar with six steps, each in a green box with a white number and text:

- 1 Step 1 Enrollment Overview
- 2 Step 2 Enrollment Key
- 3 Step 3 Addresses & Contacts
- 4 Step 4 Student Information
- 5 Step 5 Enrollment Forms
- 6 Step 6 Final Steps

The main content area has a green header for 'Final Steps'. Below it, text reads: 'You're almost done! The final step is to deliver all required paper work to the school. If there are no forms available in the Downloadable Enrollment Forms section, contact the district for further instructions. To add another student, click the Step 1 tab or click Add Another Student.' A blue button labeled 'Add Another Student' is on the right.

Below this is another green header for 'Print Enrollment Confirmation'. Underneath is a table with three columns: 'Student Name', 'Print Enrollment Confirmation', and 'Submitted to District?'. The table contains one row for 'Rhylan Micah Witt' with a blue button 'Print Enrollment Confirmation' and a checkmark followed by the date '4/29/2019'.

Student Name	Print Enrollment Confirmation	Submitted to District?
Rhylan Micah Witt	Print Enrollment Confirmation	✓ 4/29/2019

If there is a check mark by your child's name you are done and good to go. You can click on back to summary at the top of the page and then click on log out at the top of page. If there is not a check mark by their name please ask one of us.

Thank you very much for Registering online with Tahoka ISD!