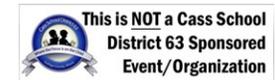


Hinsdale Township HS District 86

Registration Gateway



- From the Home Page, select New Student Registration

The screenshot shows a login page with a light blue background. At the top center is the Hinsdale Township HS District 86 logo. Below it is a white box containing the login form and instructions. The form has two input fields: "Username:" and "Password:". Below the "Password:" field are two buttons: "LOGIN" and "CLEAR". To the right of the form is a paragraph of text: "If you are new to this system, please click the link below and then click 'Start' on the next screen to create a username and password. If you already have a username and password, please enter them to the left to access Gateways. For security reasons, please Log Out and Exit your web browser when you are done. The services listed below may be accessed without authentication." Below this text is a button labeled "New Student Registration" with a yellow arrow pointing up to it. At the bottom left of the white box is a link: "Forgot your password?". At the bottom of the page, there is copyright information: "Copyright © 2019 SRC Solutions, Inc., 2005-2019 Apereo, Inc." and "Powered by SRC Solutions, Inc. and Apereo Central Authentication Service 4.2.7".

Enter your Username and Password

Username:

Password:

[Forgot your password?](#)

[New Student Registration](#)

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Powered by [SRC Solutions, Inc.](#) and [Apereo Central Authentication Service 4.2.7](#)

- **Help** – At any time if you need help, you can click on the question mark.



Registration Guide

-Search-

- Welcome
- Common Questions
- Logging in to Registration Gateway
- Creating an Account
- Account Management
- Using a Gateway
- Uploading Documents
- Hardware & Software Requirements
- Additional Help

Welcome

Welcome to the **Registration Guide!** This guide will introduce you to your district's **Registration Gateway**, which you will use for student registration. Your Registration Gateway is accessible via your mobile phone and desktop through a URL provided by your district. If you do not know your district's Registration Gateway URL, please visit your district's website or contact your district directly.

Your district may have several types of Registration Gateways. These types are listed below, along with a list of what actions you may perform on each of those Gateways. Here are the Gateway types shared across most districts:

- **Registration Gateway:** Registering a new student or a student who is returning to the district after time spent out of district.
- **Back-to-School Gateway:** Providing an annual information review and updating needed information, such as addresses and emergency contacts.

Your district may also have one or more of the more specialized Gateway types. Your district will inform you if these are applicable to your district's registration process:

- **Express Update Gateway:** Providing updated information outside of the annual update period.
- **Athletics Gateway:** Selecting athletic choices for your student.
- **School Choice Gateway:** Participating in a school choice lottery.

➤ To Start the registration process - Select Start

HINSDALE TOWNSHIP HS DISTRICT 86 ? |

Hinsdale Township HS District 86

Registration Gateway

NEW TO THE GATEWAY,
PLEASE CLICK "START."


Start



 **GatewaySuite**
Student Lifecycle Solutions for K12
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- Click I'm ready to Begin and then Save and Next

HINSDALE TOWNSHIP HS DISTRICT 86 ? 🏠

Before You Get Started

Registration Gateway

Exit

0-19% 20-39% 40-59% 60-79% 80-100%

Dear Parent/Guardian,

Welcome to our New Student Registration portal. You must complete the entire enrollment process in order for your student to participate in the course selection process in Hinsdale Township High School District 86. This process is strictly for enrollment and course selection into District 86; the residency verification/registration process will take place later this school year where residency documents may be required. If you have any questions throughout this process, please reach out to:

Hinsdale Central: Contact LaTonya Shumate, Hinsdale Central Registrar, 630.570.8148 or lshumate@hinsdale86.org

Hinsdale South: Contact Annette Sarocco, Hinsdale South Registrar, 630.468.4269 or asarocco@hinsdale86.org

Please check the "I'm ready to begin" box and then click "Save and Next". We look forward to meeting you and your student.

I'm ready to begin

SAVE AND NEXT

- Create or Edit My Account
 - Create a username and password
 - Add an email address
 - Answer the challenge question.

HINSDALE TOWNSHIP HS DISTRICT 86

Create or Edit My Account

Registration Gateway

Create or Edit My Account

Logout

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Username *
Enter your unique username

Password *
Must contain 1 number and be 6 characters

Confirm Password *
Confirm your password

Email address (needed if you forget your password)
Needed if you forget your password

Challenge Question (in case you forget password) *
What is your favorite movie?

Challenge Answer (ANSWER IS CASE SENSITIVE) *
Answer is case sensitive

SAVE AND NEXT

GatewaySuite
Student Lifecycle Solutions for K12

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- Primary Guardian – Fill out all appropriate fields. Questions with a red asterisk * are required – Press Save and Next

Primary Guardian Registration Gateway

Create or Edit My Account

Pre-Register

Logout

0-19% **20-39%** 40-59% 60-79% 80-100%

BACK **SAVE AND NEXT**

Designated Custodial Parent/Guardian

District 86 identifies one parent/guardian as the Designated Custodial Parent/Guardian for residency verification, communication concerning student registration and in our student information system. The custodial Parent/Guardian will be the primary contact for communication concerning your student and should be identified below.

Additional Guardian information will appear on the following page.

Please enter your name as it appears on official identification [such as your driver's license or state identification card] or official documents [such as your property taxes, mortgage or lease].

Parent/Guardian first name *
As it appears on valid photo id

Parent/Guardian last name *
As it appears on valid photo id

Today's date *
##/##/####

Are you a resident of this district? *
 Yes
 No

Do you have legal custody of the student you are registering? *
 Yes
 No

BACK **SAVE AND NEXT**



GatewaySuite
Student Lifecycle Solutions for K12

Does the student live with you? *

- Yes
- No

Upload Driver's License or State ID

+ Browse

Relationship to student *

▼

Primary phone number *

(###)###-####

Cell phone number

(###)###-####

Add a work phone number? *

- Yes
- No

Email address *

Military service for Guardian 1 *

- None
- Veteran
- Active duty
- Recently returned from deployment

Please enter the address at which you and your student reside.

Street number *

Click to see a list of options.

Street direction (example 13700 E Kendale Lakes Cr)

Click to see a list of options.

Street name *

Click to see a list of options.

Street type *

Click to see a list of options.

Street postal direction (example 13700 Kendale Lakes Cr E)

Click to see a list of options.

Does this address include an apartment/building/unit? *

Yes

No

City *

Click to see a list of options.

State *

IL



Zip code *

Click to see a list of options.

Please select the school the student should attend based on address.. *

Click to see a list of options.

This is the school based upon the address provided.

Would you like us to send you a text message with a link to take a picture of any documents you may not be able to provide at this time (carrier text and data rates may apply)? *

- Yes
- No

BACK

SAVE AND NEXT

➤ Additional Guardian - Fill out all appropriate fields. – Press Save and Next

Additional Guardian Registration Gateway

Create or Edit My Account

Pre-Register

Logout

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80-100%

DELETE STUDENT

BACK

SAVE AND NEXT

Please enter information about the student's second legal Guardian.

Additional Parent / Guardian Information

Would you like to provide information on an additional Parent/legal Guardian? *

- Yes
- No

Second Guardian's first name *

Second Guardian's last name *

Relationship to student *

Primary phone number *

Cell phone number

Add a work phone number? *

- Yes
- No

Email address

Military service for Guardian 2 *

- None
- Veteran
- Active duty
- Recently returned from deployment

Does this individual live with the student? *

- Yes
- No

BACK

SAVE AND NEXT

➤ Your Student – Add a Student

Student Registration Gateway

Create or Edit My Account

Pre-Register

Logout

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DELETE STUDENT**BACK****SAVE AND NEXT**

Student Information

Student first name *

Student middle name

Student last name *

Student suffix

Date of birth *

Gender at birth *

- Male
- Female

Are you considering both private school and District 86 school options for your student? *

- Yes
- No

What school year do you plan to register your student for? *

Current grade *

Grade for which registering *

Country of birth *

City of birth *

State of birth *

I would like to claim Legacy Sibling Status for this student *

- Yes
- No

BACK

SAVE AND NEXT

Fee Waiver and Free Lunch – test teste

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

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20-39%

40-59%

60-79%

80-100%

DELETE STUDENT

BACK

SAVE AND NEXT

[If you choose to apply for Free and Reduced Price Lunch, click here for the application.](#)

Fee Waiver and Free Lunch

Does your student qualify for a fee waiver or free lunch? *

- Yes
- No

Families who need financial assistance can access information and the application for fee waiver and free lunch on the District's website at the link above.

BACK

SAVE AND NEXT

Student Race/Ethnicity – test teste

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

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60-79%

80-100%

DELETE STUDENT

BACK

SAVE AND NEXT

The District is required to collect and report on the following information for your student per State and Federal mandate. The information is confidential in accordance with all state and federal student privacy laws.

Ethnicity - Hispanic, Latino, or of Spanish origin means a person of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin, regardless of race

American Indian or Alaska Native - A person having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition. e.g. Cherokee, Mohawk, Inuit.

Asian - A person having origins in any of the original people of the Far East, Southeast Asia, or the Indian subcontinent including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine islands, Thailand, and Vietnam

Native Hawaiian or other Pacific Islander - A person having origins in any of the original people of Hawaii, Guam, Samoa, or other Pacific Islands

Black or African American - A person having origins in any of the black racial groups of Africa

White - A person having origins in any of the original peoples of Europe, North Africa, or the Middle East

Please answer the following in accordance with standards issued by the US Department of Education.

This information will be provided to the Illinois State Board of Education, Division of Data Analysis and Progress Reporting. Part A asks about the student's ethnicity and Part B asks about the student's race. If you decline to respond to either question, the school district is required to provide the missing information by observer identification.

Hispanic/Latino ethnicity? *

- Yes
- No
- Decline to Respond

Primary race *

White

Secondary race *only if different than Primary race*

Click to see a list of options.

Third race *only if different than Primary race*

Click to see a list of options.

BACK

SAVE AND NEXT

McKinney-Vento – test teste

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

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80-100%

DELETE STUDENT

BACK

SAVE AND NEXT

The McKinney-Vento Act is a federal law guaranteeing all children and youth the right to an equal education, regardless of their living situation. Protection under the McKinney-Vento Act extends to those who lack a fixed, regular, and adequate nighttime residence. This survey is in compliance with the McKinney-Vento Act, U.S.C.A. 2 section 11302(a) and is required by law to register students for school in the United States.

[Click here for more details on the McKinney-Vento Act.](#)

Is your current address a temporary living arrangement? *

- Yes
- No

BACK

SAVE AND NEXT

Previous School – test teste

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

0-19%

20-39%

40-59%

60-79%

80-100%

DELETE STUDENT

BACK

SAVE AND NEXT

Name of school last attended *

Has the student ever attended school in this district? *

- Yes
- No

Student Services

Does the student have an IEP (Individualized education plan)? *

- Yes
- No

Does the student have a 504 education plan? *

- Yes
- No

Has the student received evaluations (testing) from another school district or agency? *

- Yes
- No

BACK

SAVE AND NEXT

➤ Home Language – Snip with new language

Home Language – test teste

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

0-19%

20-39%

40-59%

60-79%

80-100%

DELETE STUDENT

BACK

SAVE AND NEXT

Please specify the student's primary language *

Does the student speak an additional language? (Do not include languages learned in school.) *

- Yes
- No

What primary language is used daily in the student's household?

BACK

SAVE AND NEXT

➤ Records Release

Records Release – test teste

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

0-19%	20-39%	40-59%	60-79%	80-100%
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DELETE STUDENT**BACK****SAVE AND NEXT**

The district may need to request records from your student's previous school district. Items that may need to be requested are as follows:

- Official cumulative records (e.g. name, address, birth date, grade level completed, grades, class standing, attendance records)
- Achievement / Aptitude scores
- Anecdotal information
- Discipline records
- Educational evaluation
- General health records
- Guidance evaluation check sheets
- Individual education plan / 504
- Individual education plan progress reports
- Planning and placement records
- Psychiatric evaluations and reports
- School grades (with all 4 quarters)
- Special education planning records
- Speech/Language evaluations and reports
- Standardized test results
- State assigned student ID # (SASID)

I grant permission for the district to request my student's prior school records. *

Yes

BACK**SAVE AND NEXT**

Documents Upload Page – test teste

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

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40-59%

60-79%

80-100%

DELETE STUDENT

BACK

SAVE AND NEXT

Within 30 days you must provide the school district with a certified copy of your student's birth certificate.

Upload Birth Certificate here

+ Browse

Is a custody agreement in place for this student? *

Yes

No

BACK

SAVE AND NEXT

➤ Finishing Up – Electronic Signature – Add new

Finishing Up – test teste

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

0-19% 20-39% 40-59% **60-79%** 80-100%

DELETE STUDENT

BACK

SAVE AND NEXT

The electronic signature below and its related fields are treated by Hinsdale Township School District 86 like a handwritten signature on a paper form.

I affirm that I am the Parent/Guardian of the student, I have the authority to complete and execute this document, and the information I provided is true, complete and accurate.

I certify that the above-named student's residency has not been established solely for the purpose of attending District 86 schools.

I understand that this information will be used to identify my student and their residence in District 86 to prepare for the 2020-2021 school year. I understand that this information is not being gathered to enroll my student in a District 86 school. Full student residency verification, for the purpose of registration and enrollment, is a separate process and will occur at a later date. 2019-2020 residency requirements can be found on the District website: d86.hinsdale86.org/residency.

The District reserves the right to verify the information submitted on this form, including through the use of a third party vendor.

Enter your name below as your electronic signature *

Your name is your electronic signature.

I have completed this student. *

Yes

BACK

SAVE AND NEXT

➤ Add Another Student

Add another student?
<input type="button" value="YES"/> <input type="button" value="NO"/>

➤ Final Checklist / Download PDF

Final Checklist / Download PDF

Registration Gateway

Create or Edit My Account

Pre-Register

Logout

0-19%	20-39%	40-59%	60-79%	80-100%
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Congratulations! You have completed the first step in the enrollment process. Here's what you'll need for your enrollment appointment. To view or print a PDF of these instructions, scroll to the bottom of the page and click on the "Download PDF" button.

You need Adobe Reader installed on your computer in order to open a PDF file. If it is not installed, please install before clicking the "Download PDF" button.

Thank you for completing enrollment for your student into Hinsdale Township High School District 86. The residency verification / registration process will begin in the spring for all students. All District 86 students must provide proof of residency each school year. Proof of residency is also required whenever a change of address occurs. The District has contracted with a third party vendor to electronically check student residency information. When residency cannot be electronically verified, further proof of residency will be required. If you have questions about the residency verification requirements, documents, or procedures, please do not hesitate to contact the school registrar office.

To prove residency in District 86, parents / guardians must provide the required residency documentation if they are not electronically verified. Parents/Guardians must provide 1 document from each category below (minimum of 3 documents total).

Category 1 (1 document):

Current Real Estate Tax Bill
Current Mortgage Statement or Closing Documents
Current Signed Lease **AND** Notarized Landlord Affidavit / Notarized Letter of Residence from the Landlord listing occupants of the unit
Current Signed Lease **AND** Proof of Last Month's Payment [canceled check]

Category 2 (1 document):

Current Illinois Driver's License
Current Illinois State ID Card
Current Illinois Voter Registration Card
Current Home / Apartment Insurance
Current Automobile Registration
Current Public Aid Documentation
Current Federal or State Agency Documentation

Category 3 (1 document dated within the last 30 days):

Gas Bill
Electric Bill
Water / Sewage / Garbage Bill
Internet / Cable Bill
*Cellular and home telephone bills will not be accepted

Please Note: If the student's parent / guardian is not a District 86 resident, the District 86 resident with whom the student is living must submit proof of residency and must complete and present an affidavit demonstrating legal custody of the student. The student's parent / guardian also must complete an affidavit. If a parent / guardian or the District 86 resident has an issue providing any of the documentation requested, they should work with a building administrator to determine the appropriate documentation to be submitted. As determined on a case-by-case basis, and in the District's sole discretion, the District may request additional documentation.

Other Documents

School staff may ask for any of the following when appropriate.

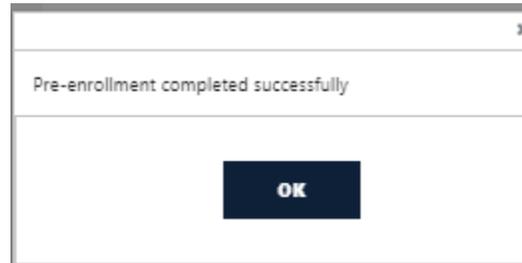
1. Completion of the school district's Student Registration Form.
2. Picture identification.
3. Health or physical examination records.
4. Academic records.
5. Attendance records.
6. Individualized Education Program (IEP)/Evaluation Report (ER)
7. Special education records.
8. Completed physical examination.

[BACK](#)

[DOWNLOAD PDF](#)

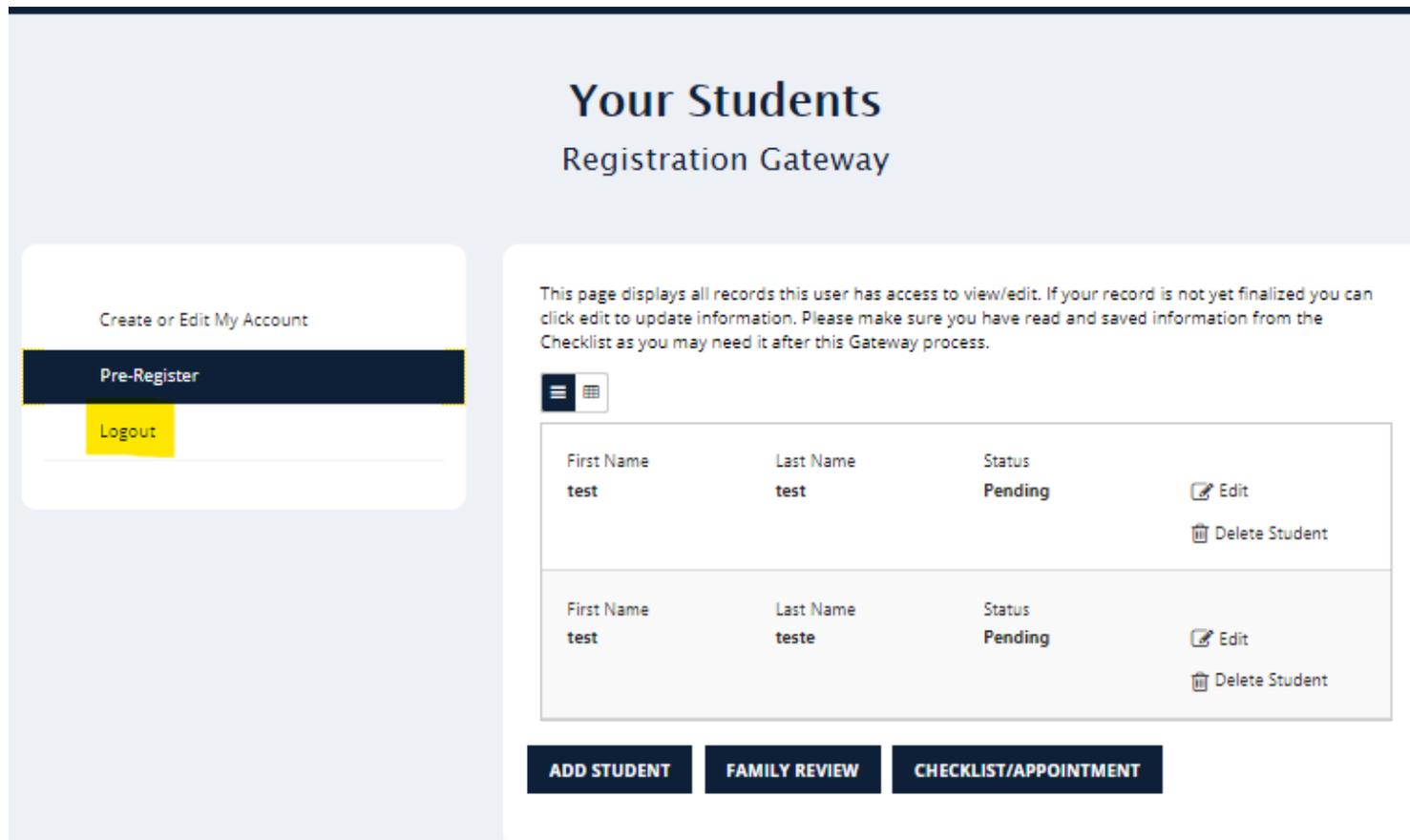
[CONTINUE](#)

➤ Pre-Enrollment Completed



➤ Your Students

This screen will list all of your students. On this page, you can add a student, Edit your submission, review your submission, and review the checklist of documentation needed to complete the registration process. Once everything is correct, please log out. This will take you back to the homepage.



Your Students
Registration Gateway

Create or Edit My Account

Pre-Register

Logout

This page displays all records this user has access to view/edit. If your record is not yet finalized you can click edit to update information. Please make sure you have read and saved information from the Checklist as you may need it after this Gateway process.

First Name	Last Name	Status	
test	test	Pending	Edit Delete Student
test	teste	Pending	Edit Delete Student

ADD STUDENT **FAMILY REVIEW** **CHECKLIST/APPOINTMENT**