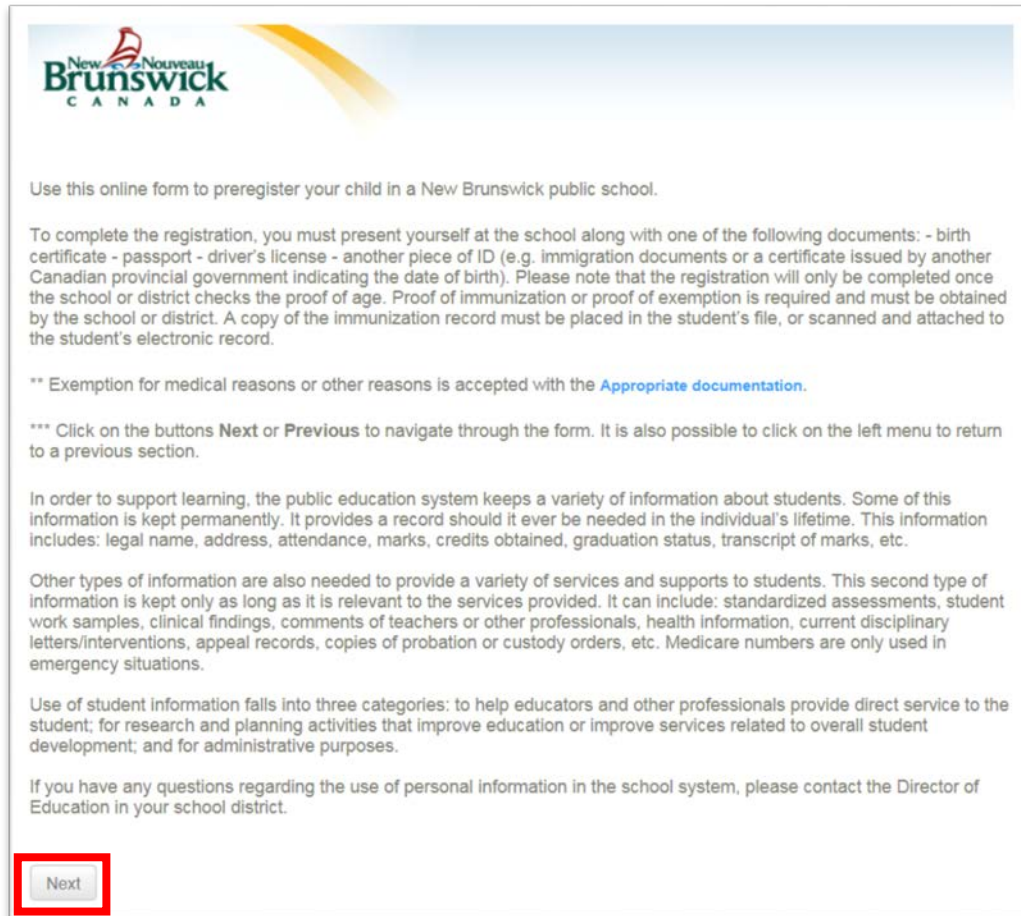



Registration Online

Parent Guide :

- Carefully read the consent form and click « **Next** ».





Use this online form to preregister your child in a New Brunswick public school.

To complete the registration, you must present yourself at the school along with one of the following documents: - birth certificate - passport - driver's license - another piece of ID (e.g. immigration documents or a certificate issued by another Canadian provincial government indicating the date of birth). Please note that the registration will only be completed once the school or district checks the proof of age. Proof of immunization or proof of exemption is required and must be obtained by the school or district. A copy of the immunization record must be placed in the student's file, or scanned and attached to the student's electronic record.

** Exemption for medical reasons or other reasons is accepted with the [Appropriate documentation](#).

*** Click on the buttons **Next** or **Previous** to navigate through the form. It is also possible to click on the left menu to return to a previous section.

In order to support learning, the public education system keeps a variety of information about students. Some of this information is kept permanently. It provides a record should it ever be needed in the individual's lifetime. This information includes: legal name, address, attendance, marks, credits obtained, graduation status, transcript of marks, etc.

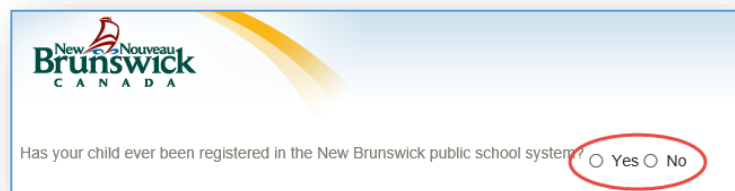
Other types of information are also needed to provide a variety of services and supports to students. This second type of information is kept only as long as it is relevant to the services provided. It can include: standardized assessments, student work samples, clinical findings, comments of teachers or other professionals, health information, current disciplinary letters/interventions, appeal records, copies of probation or custody orders, etc. Medicare numbers are only used in emergency situations.

Use of student information falls into three categories: to help educators and other professionals provide direct service to the student; for research and planning activities that improve education or improve services related to overall student development; and for administrative purposes.

If you have any questions regarding the use of personal information in the school system, please contact the Director of Education in your school district.

Answer the following questions :

- 2 choices :





Has your child ever been registered in the New Brunswick public school system? Yes No

If **Yes**;

If your child is already enrolled in a school in ASD-E, you do not need to fill in the form. Just present yourself to the school to register your child.

Has your child ever been registered in the New Brunswick public school system? Yes No

Are you registering your child in the same school district? Yes No

You do not need to use the preregistration process at this time. Please present yourself at the school in order to complete your child's registration process.

If No... Click the Launch Preregistration

Has your child ever been registered in the New Brunswick public school system? Yes No

Launch Preregistration

Select School

Fill in the information below:

- **Grade Level:**
- **School:** a list of schools offering the selected grade level will be displayed, select the school in your area**.
- **School Year:** current school year
(IMPORTANT - Kindergarten registration for the following school year)
- **Entry Date :** current date
(Kindergarten – Select the Monday in the second week of July)
- **French Immersion :** check this box if your child will be entering a French Immersion program


Select School

* **District:**
Anglophone West School District Anglophone West School District

* **Grade:**
3

Maps of **School Zones**

* **School:**
Nashwaaksis Memorial School Nashwaaksis Memorial School

* **School Year:** 2017-2018 * **Entry Date:** 2017-09-06 

French Immersion?

** If you are unsure of the schools in your area, please contact the School Board Office in your district:

ASD-E – (506) 856 3222

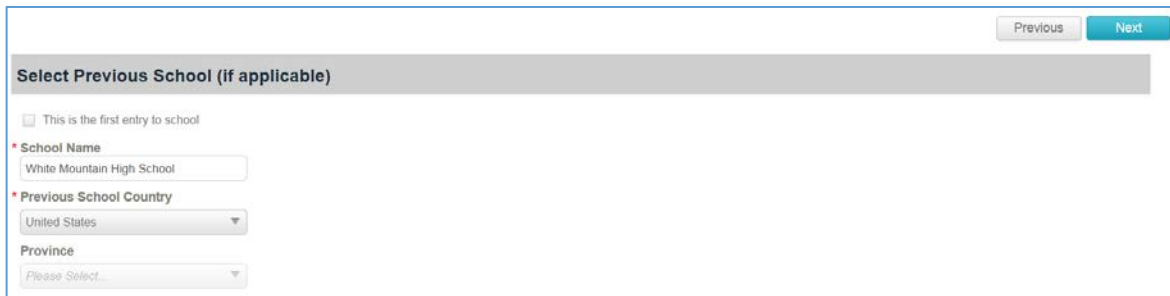
Select Previous School

If you select: *This is the first entry to school* then you can skip this page by clicking **Next**.



The screenshot shows a form titled "Select Previous School (if applicable)". At the top right, there are "Previous" and "Next" buttons. Below the title, there is a checkbox labeled "This is the first entry to school" which is checked.

If this is not your child's first entry in school, complete the required fields. Note that the province field is only applicable if you select Canada as the previous school country.

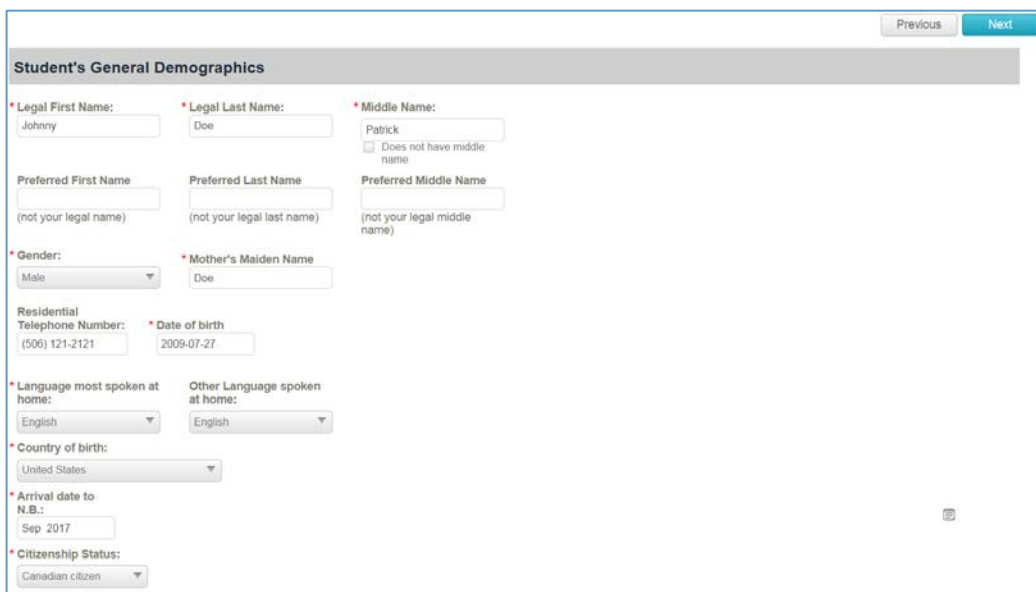


The screenshot shows the "Select Previous School (if applicable)" form with the "This is the first entry to school" checkbox unchecked. The following fields are filled out: "School Name" (White Mountain High School), "Previous School Country" (United States), and "Province" (Please Select...).

Click **Next**

Student's General Demographics

Fill in the required information for your child's registration:

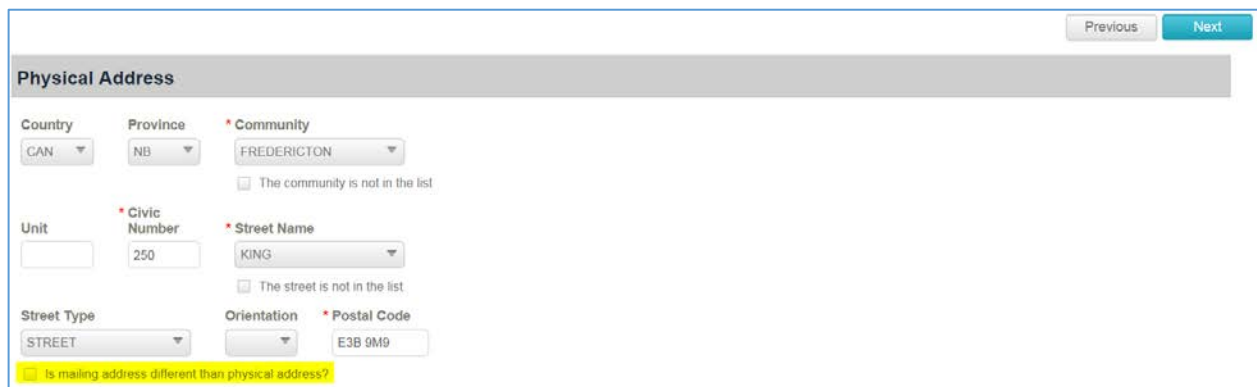


The screenshot shows the "Student's General Demographics" form with the following fields filled out: "Legal First Name" (Johnny), "Legal Last Name" (Doe), "Middle Name" (Patrick), "Preferred First Name", "Preferred Last Name", "Preferred Middle Name", "Gender" (Male), "Mother's Maiden Name" (Doe), "Residential Telephone Number" ((506) 121-2121), "Date of birth" (2009-07-27), "Language most spoken at home" (English), "Other Language spoken at home" (English), "Country of birth" (United States), "Arrival date to N.B." (Sep. 2017), and "Citizenship Status" (Canadian citizen).

Click **Next**

Physical Address

If the mailing address is different than the physical address you need to select the option « Is mailing address different than physical address ».

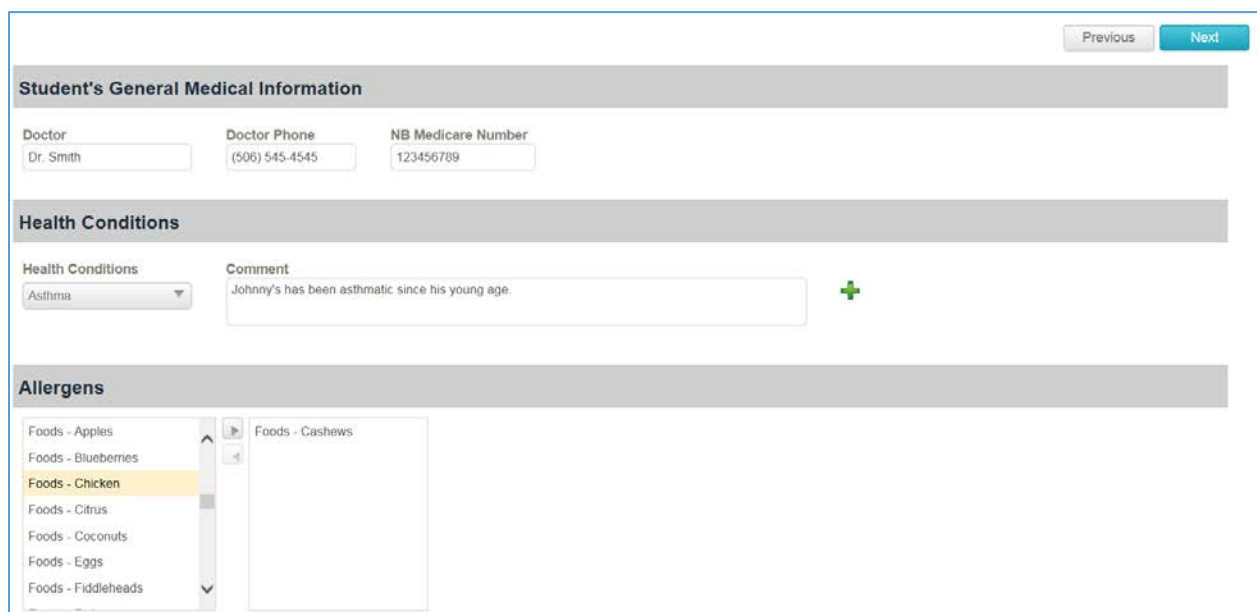


The screenshot shows a web form titled "Physical Address" with navigation buttons "Previous" and "Next" in the top right. The form contains several fields: Country (CAN), Province (NB), Community (FREDERICTON), Unit (empty), Civic Number (250), Street Name (KING), Street Type (STREET), Orientation (empty), and Postal Code (E3B 0M9). Below these fields is a checkbox labeled "Is mailing address different than physical address?" which is highlighted in yellow.

Click **Next**

Student's General Medical Information

The following information is not mandatory but should be filled out to help the enrollment process.



The screenshot shows a web form titled "Student's General Medical Information" with navigation buttons "Previous" and "Next" in the top right. The form is divided into three sections: "Doctor" with fields for Doctor (Dr. Smith), Doctor Phone ((506) 545-4545), and NB Medicare Number (123456789); "Health Conditions" with a dropdown menu (Ashtma) and a comment field (Johnny's has been asthmatic since his young age) with a green plus sign; and "Allergens" with a list of food categories on the left (Foods - Apples, Foods - Blueberries, Foods - Chicken, Foods - Citrus, Foods - Coconuts, Foods - Eggs, Foods - Fiddleheads) and a list of allergens on the right (Foods - Cashews).

Click **Next**

Parents, legal guardians and other persons to contact in case of emergency

This page is used to capture all the student’s contact information in case of emergency. Fill in the contact and address information for a contact then click “Add Contact” to save the information. Afterwards you can enter additional contacts for your child. You can add up to 6 emergency contacts per child.

IMPORTANT – you must click Add Contact to save the contact information.

The screenshot shows a web form titled "Parents, legal guardians and other persons to contact in case of emergency" for a student named "Doe, Alex". The form includes fields for: First Name (Janet), Last Name (Doe), E-Mail (janetdoe@email.ca), Employer, First Language Learned (English), and Relationship (Mother). There are also checkboxes for "Parent/Guardian", "Emergency", "Can Pick up", "Lives With", "School Closure", and "Mailings". At the bottom, there are three sets of fields for Contact Number, Ext., and Type (Home or Select...).

The screenshot shows a "Physical Address" form with a checkbox for "Copy physical address - * same as applicant *". Fields include: Country (CAN), Province (NB), Community (FREDERICTON), Unit, Civic Number (250), Street Name (KING), Street Type (STREET), Orientation, and Postal Code (E3B 9M9). There are also checkboxes for "The community is not in the list" and "The street is not in the list", and a checkbox for "Is mailing address different than physical address?". At the bottom, there are "Add Contact" and "Clear" buttons, with a red arrow pointing to the "Add Contact" button.

Once all contacts have been entered for your child, click **Next**.

Confirmation

By checking the (Submit) box, I certify as a parent / guardian / legal guardian of the applicant, the information provided on this form is accurate to my knowledge and I am a resident of New Province Brunswick.

 I'm not a robot



Submit

Click Submit to Preregister your child.



Your pre-registration application is complete.

Please note that the registration of your child will only be confirmed when you come to the school with a hand in hand, proof of age of your child issued by the government (birth certificate and / or passport) Up-to-date immunization.

Please close your browser for security purposes.