

February 2, 2017

# Returning Parent Registration



# 1<sup>st</sup> Step – Access ParentsWeb



From [www.sjcskilleen.org](http://www.sjcskilleen.org) you will select “Parents” and “Parents RenWeb” to sign in to ParentsWeb.

If you get an error message try resetting your password or creating an account if you’ve never had one before.

A screenshot of the ParentsWeb login form. It includes a 'District Code' field with 'STJO-TX' entered. Below are 'Username' and 'Password' fields, both containing text. There is a 'Forgot Username / Password?' link. Below the fields are radio buttons for 'Parent', 'Student', and 'Staff', with 'Parent' selected. There are 'Login' and 'Create New ParentsWeb Account' buttons. Below these are two app store download buttons: 'Download on the App Store' and 'GET IT ON Google play'. At the bottom, there is a 'TRUSTe' logo and a link to 'Learn More about the RenWeb Home app for accessing ParentsWeb information via the convenience of an app!'.

# 2<sup>nd</sup> Step - Reenrollment

ST. JOSEPH CATHOLIC SCHOOL

Welcome Back: Katie Grooms [Logout](#)

**School Information**

- [School Home](#)
- [Calendar](#)
- [Directory](#)
- [Resource Documents](#)
- [Web Forms](#)

**Student Information**

**Family Information**

**Resources**

Get the RenWeb Home App

Download on the App Store | GET IT ON Google play

Learn More about the RenWeb Home app for accessing ParentsWeb information via the convenience of an app!

TRUSTe

Powered by [RenWeb Student Information Systems](#) | [Privacy Policy](#)

**Announcements**

- Spring School Pictures**  
On Friday, Feb 3rd, we will have our school spring...
- Family Mass**  
Join us Sunday, Feb 5th at the 10:30am St. Joseph ...

**Today's / Tomorrow's Events**

Today	Tomorrow

**School Calendar: Dates to Note**

3/10/2017	2016-2017: Q3 End
3/20/2017	2016-2017: Q4 Begin
5/26/2017	2016-2017: Q4 End

ST. JOSEPH CATHOLIC SCHOOL

Welcome Back: Katie Grooms [Logout](#)

**School Information**

**Student Information**

**Family Information**

- [Family Home](#)
- [Family Profile](#)
- [Family Billing](#)
- [Financial Aid](#)
- [Tuition Plan Sign Up](#)
- [Go to FACTS](#)
- Enrollment / Reenrollment**
- [User Name / Password](#)

**Resources**

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TRUSTe

In ParentsWeb you will select “Family Information” and then “Enrollment/Reenrollment”

# 3<sup>rd</sup> Step – Packet Completion

Logged in as [Katie Grooms](#) [Log Out](#)

ST. JOSEPH CATHOLIC SCHOOL

ONLINE ENROLLMENT

## ONLINE ENROLLMENT

Welcome Katie. You are currently logged in.

School Year: **2017-2018**

Student	For Grade	Enrollment Packet Status	
Grooms, Addison	03	<b>Start Enrollment Packet</b>	Will Not Enroll

School Year: **2016-2017**

Student	For Grade	Enrollment Packet Status	
Grooms, Addison	02	Submitted 7/14/16	<b>PDF</b>

Online Enrollment

Powered by RenWeb [School Management System](#), Providers of [Online Enrollment](#)

Please select “Start Enrollment Packet” to begin, you can return to this page at any time.

# 4<sup>th</sup> Step – Complete Enrollment Packet

ST. JOSEPH CATHOLIC SCHOOL

ONLINE ENROLLMENT  
ADDISON GROOMS

**Instructions & Resources**

- Enrollee Information
- Previous Schools
- Religious Affiliation
- Household
- Emergency Contacts and Authorized Pickup
- Medical Information
- Photo/Video Release
- Volunteer Hours and Fundraising Pledge
- Extend-A-Care
- Registration Contract
- Terms of Condition Acceptance
- FACTS Tuition
- Document Upload
- Electronic Signature Page
- Enrollment Packet Review

**INSTRUCTIONS & RESOURCES**

**Addison Grooms - Year: 2017-2018 - Grade: 03**

[Next >](#)

Welcome to St. Joseph Catholic School's Online Enrollment packet.

**Instructions**

Please complete the Online Enrollment forms listed in the left menu, beginning with the **Enrollee Information** form.

Feedback will be provided throughout the process to help you complete the enrollment packet. A yellow caution sign will appear in the menu next to forms that are missing required information. If a form contains all required information, a green check mark will appear next to the form's menu item.

You can review the entire enrollment packet at any time by selecting the **Enrollment Packet Review** item on the left menu. From here, you will also be able to print a PDF of the enrollment packet in its current state.

After you have completed the enrollment packet, a **Submit Enrollment Packet** form will appear. Your registration fee may be paid in the office. The registration fee is non-refundable and must be paid in full to secure a spot for your student.

Registration Fee - \$350

There is a \$100, per student, discount for Active duty military dependents.

**Enrollment Checklist**

In order to complete the enrollment process, please complete the checklist items listed below, including submission of all supplemental enrollment forms. Students will not be able to start school without the following documents submitted.

- Submit completed Online Enrollment packet and appropriate fee
- Submit the following:
  - Immunization Record/Updated Immunization Record
  - Sacramental Records (if applicable)
    - Baptismal
    - Communion
  - Social Security Cards
    - Student

You will need to go through every page and complete what is required. Please also read for updates.



# FACTS & Financial Aid

St Joseph Catholic School

FACTS Español Customer Service

Home My Profile Financial Accounts Signed in as Katherine

Hello Katherine

**Payment Plan & Billing** View Details  
Katherine Grooms #5064056764  
For Addison Grooms

**FACTS Grant & Aid**  
Start Application

2017-2018 SCHOOL YEAR AMOUNT DUE  
Payment Plan (107 178 154) \$0.00

**Pending**

This agreement is waiting to be finalized by the institution. After this agreement is finalized a confirmation notice will be sent from us listing the amount owed and the payment schedule.

2016-2017 SCHOOL YEAR  
Application Complete  
Your application is complete. Please note that award decisions are not made by FACTS but the organization providing the scholarship.  
View FACTS Application

**Katherine Grooms**

Register to receive text alerts on your mobile phone.

Want to allow a friend or family member to pay toward your balance?  
Add an Authorized Party.


Have another account you want to link?

This is where you will click to apply for financial aid.

If your payment plan box says “Pending” the office has not updated your bill for next year yet. You must confirm a payment plan before you can submit your enrollment paperwork.

# Not returning next year?

Logged in as [Katie Grooms](#) [Log Out](#)



**ST. JOSEPH CATHOLIC SCHOOL**

ONLINE ENROLLMENT

**ONLINE ENROLLMENT**

Welcome Katie. You are currently logged in.

**School Year: 2017-2018**

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**School Year: 2016-2017**

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Online Enrollment  
Powered by RenWeb [School Management System](#), Providers of [Online Enrollment](#)

If you are not returning next year for any reason, please click this “Will Not Enroll” button. The office will follow up with you about closing out your account as we near the end of the school year.



# Questions?

Please contact the office ([office@sjcskilleen.org](mailto:office@sjcskilleen.org))  
for additional assistance.

