

ANAHEIM UNION HIGH SCHOOL DISTRICT

Learning With Purpose: College and Career Ready

Parent Portal

Instructions for Student Enrollment Phase I

Education and Information Technology Department

A large, stylized graphic of a book or folder, rendered in shades of blue and grey. The graphic is composed of several overlapping, semi-transparent rectangular planes that create a three-dimensional effect. On the right side of the graphic, the year "2017" is written in a large, bold, black font. Below the year, the text "Version 2.0" is written in a smaller, black font.

2017
Version 2.0

Aeries - On Line Parent Enrollment

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Aeries Enrollment

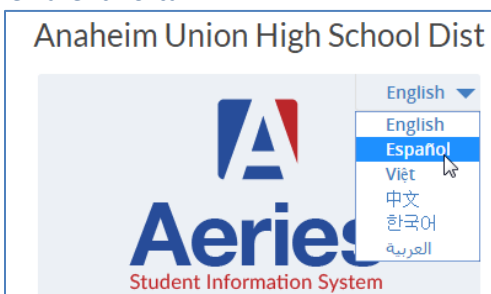
The **Student Data Confirmation** program is designed for parents / guardians with *existing* Aeries Parent Portal accounts to allow them to update key information for enrollment.

Student Enrollment

Click on the following link to get to the Parent Portal: <https://aeriesconnect.auhsd.us/auconnect>

If you have issues accessing the parent portal they can be directed to passwords@auhsd.us.

Select the language then Login to the Parent Portal.



The **Data Confirmation** page will display that needs to be updated for Enrollment. The message **“You must complete Data Confirmation before accessing other areas of the portal”** will display at the top of the form. You must verify and update this information to finalize the AUHSD Enrollment process.

2016-2017 **Z-Inactive School**

[Change Student](#) [Options](#) [Logout](#)

ⓘ You must complete data confirmation before accessing other areas of the portal.

Student Data Confirmation

Student number	Last Name	First Name	Middle Name	Perm ID	Sex	Grd	Age	Birthdate	Prog	Track	RptgLng	LangFlu	Status	Quick CON
15734	TEST 1	TEST		1044690	F	10	16	6/8/2000			English	English Only		<input type="button" value="Quick CON"/>

[Welcome to the Anaheim Union High School District On-Line Re-Enrollment.](#)

The Re-Enrollment and Data Confirmation for Continuing Students allows a parent to quickly start the process of re-enrolling their student.

Specific Information about the student is needed, such as, emergency contacts and medical information that will be collected.

Follow the instructions on each tab below to complete the Re-Enrollment process. Step by Step documentation is available from the AUHSD Website on the Parent Resources. [Click here](#)

1 Family Information

2 Student

3 Contacts

4 Medical History

5 Documents

6 Authorizations

7 Final Data Confirmation

Please select whether or not at least one parent/guardian of this student is active in the United States Armed Forces:

Yes, at least one parent/guardian of this student is active in the United States Armed Forces.

No, this student does not have a parent/guardian who is active in the United States Armed Forces.

Please select one of the following options to complete the residence survey:

Temporary Shelters
A temporary residence provided for homeless individuals who would otherwise sleep on the street or a temporary residence provided to individuals in emergency situations.

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Residence Survey

The first screen will display **Family Information** with two surveys. Please select one of the options to complete each survey. Click on **Confirm and Continue**.

Student Demographics

The Student screen will only require you to update the Primary Phone number if necessary. If the mailing address has changed **please contact the Registrar at your school**. Click **Change** to update the **Primary Phone**.

Student Demographics	Notes
Primary Phone (888) 324-5363	

Click **Save**. Click on **Confirm and Continue**.

Contacts

The **Contacts** screen will allow you to view each contact for your student and update if necessary. To update a Contact select the Contact and click **Change**. Update any necessary data.

Select Record to Change	Name Address Relation
jamie	Mother

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Update any necessary data. Click **Save**.

Contact Details		Notes
Name	<input type="text" value="Jamie Millan"/>	This field is used to address mailings from the school if applicable.
Name Prefix	<input type="text"/>	
First Name	<input type="text" value="Jamie"/>	
Middle Name	<input type="text"/>	
Last Name	<input type="text" value="Millan"/>	
Name Suffix	<input type="text"/>	
Address	<input type="text"/>	
City:	<input type="text" value="anaheim"/>	State: <input type="text" value="ca"/> Zip: <input type="text" value="92085"/>
Address Type	<input type="text" value="Home Address"/>	
Relationship to student	<input type="text" value="Mother"/>	
Lives With Student?	<input type="text" value="Yes"/>	
Code	<input type="text"/>	
Telephone Number	<input type="text"/>	
Work Phone Number	<input type="text"/>	
Cell phone number	<input type="text"/>	
Pager	<input type="text"/>	
Email Address	Email Address is Locked	
Employer Name	<input type="text"/>	
Employer Location	<input type="text"/>	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		

To add a new contact click **Add**.

✓ Family Information	
✓ Student	Please review the contact information below and make any necessary changes. Add any additional emergency contact who you authorize to be notified and/or released to in an event of an emergency.
3 Contacts	Select Record to Change
4 Medical History	Name Address Relation
5 Documents	jamie Mother
<input type="button" value="Change"/> <input type="button" value="Add"/>	

The form will open up to enter all Contact information. When complete, click **Save**.

Contact Details		Notes
Name	<input type="text"/>	This field is used to address mailings from the school if applicable.
Name Prefix	<input type="text"/>	
First Name	<input type="text"/>	
Middle Name	<input type="text"/>	
Last Name	<input type="text"/>	
Name Suffix	<input type="text"/>	
Address	<input type="text"/>	
City:	<input type="text"/>	State: <input type="text"/>
Address Type	<input type="text"/>	Zip: <input type="text"/>
Relationship to student	<input type="text"/>	
Lives With Student?	<input type="text"/>	
Code	<input type="text"/>	
Telephone Number	<input type="text"/>	
Work Phone Number	<input type="text"/>	
Cell phone number	<input type="text"/>	
Pager	<input type="text"/>	
Email Address	<input type="text"/>	
Employer Name	<input type="text"/>	
Employer Location	<input type="text"/>	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		

After all Contact information has been updated click on **Confirm and Continue**.

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Medical History

The **Medical History** screen will allow you to view Current Medical conditions and update if necessary. When complete, click **Save**.

Medical History and Current Medical Conditions

Condition	Effective Date	Age	Grade	Comment	
Allergies - Life Threatening/Severe	08/01/2016	16	10	Needs to go to ER	No Longer Applies

Additional Conditions
Please Check All That Apply

- ADD
- Cystic Fibrosis
- Migraines
- ADHD
- Deaf/Hard of Hearing
- Muscular Dystrophy
- Allergy/Sinusitis
- Depression
- Neuromuscular Condition
- Anemia
- Diabetes Type 1
- Obesity
- Anxiety/Panic Disorder
- Diabetes Type 2
- Orthopedic Condition
- Arthritis
- Eating Disorder
- Other (specify)
- Asthma
- GI Disorder
- Seizure Disorder/Epilepsy
- Autism Spectrum
- Headaches
- Self-Mutilation
- Behavioral/Mental Health Condition
- HX of Injury
- Severe Developmental Delays
- Bleeding Disorder
- HX of Major Organ Surgery/Transplant
- Spina Bifida
- Cancer
- HX of Other Health Condition
- SPHCS
- Cardiac Impairment/Heart Condition
- Hypertension
- Stroke HX
- Cerebral Palsy
- Immune Disorder
- Tourette Syndrome
- Concussion
- Legally Blind
- Visually Impaired
- Congenital Adrenal Hyperplasia
- Menstrual Difficulties - Chronic

To add any Additional Medical Conditions select the appropriate check box. Today's date will default as the Effective Date but can be updated. Enter all necessary information. Click **Save**.

After all Medical History has been updated click on **Confirm and Continue**.



Documents

The **Documents** screen will provide various documents that need to be download, fill out and signed. Please bring these documents with you when you re-enroll. Select the document in your language and download.

Documents

Activities Assumption of Risk

- VOL Activities Assumpt of Risk (English).pdf**
VOLUNTARY ACTIVITIES PARTICIPATION ACKNOWLEDGMENT AND ASSUMPTION OF POTENTIAL RISK
- VOL Activities Assumpt Of Risk (Spanish).pdf**
ACTIVIDADES DE PARTICIPACIÓN VOLUNTARIA RECONOCIMIENTO Y SUPUESTO DE RIESGO POTENCIAL
- VOL Activities Assumpt of Risk(Korean).pdf**
VOLUNTARY ACTIVITIES PARTICIPATION ACKNOWLEDGMENT AND ASSUMPTION OF POTENTIAL RISK (자발적인 활동 참여의 잠재적인 위험에 대한 인지와 추정)

Confirm the document in your language downloaded.

When complete click the Confirmation check box on the right side of the screen. Click on **Confirm and Continue**.

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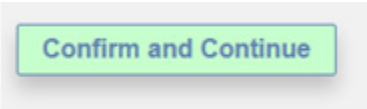
Authorizations and Prohibitions

The Authorizations and Prohibitions screen will display nine important district notifications for you to read and review. **Updating the Authorizations Data does not indicate that consent is being given or withheld to participate in any particular program.**

Click the Status "I Acknowledge" for **ALL** Authorizations listed. **YOU MUST click the status for each Authorization displayed.**

<ul style="list-style-type: none"> ✓ Family Information ✓ Student ✓ Contacts ✓ Medical History <li style="background-color: #e0e0e0;">✓ Documents 6 Authorizations 7 Final Data Confirmation 	<p>Updating the Authorizations Data does not indicate that consent is being given or withheld to participate in any particular program. The District Annual Notifications to Parents/Students is online. To visit the District Annual Notification to Parents/Guardians webpage - click HERE</p> <p style="color: red;">YOU MUST click the status for each Authorization</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="width: 60%;">Description</th> <th style="width: 40%;">Status</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;"> <p>I have read and accepted the District Annual Notification of Rights as required by Education Code 48982.</p> <p>This does not indicate that consent to participate in any particular program has either been given or withheld. I am aware that the District Annual Notifications to Parents/Students is online - Click here</p> </td> <td style="text-align: center; vertical-align: middle;"> <input type="checkbox"/> I Acknowledge </td> </tr> <tr> <td style="padding: 5px;"> <p>I/ We have read and accept the School Parent/Student Handbook information, including the Academic Honesty Policy, Cell Phone/Electronic Signaling Policy, Harassment /Bullying /Cyber bullying/Hazing Policies, and Attendance and Discipline Policies.</p> <p>I am aware that the School Parent/Student Handbook is online - Click here</p> </td> <td style="text-align: center; vertical-align: middle;"> <input type="checkbox"/> I Acknowledge </td> </tr> </tbody> </table>	Description	Status	<p>I have read and accepted the District Annual Notification of Rights as required by Education Code 48982.</p> <p>This does not indicate that consent to participate in any particular program has either been given or withheld. I am aware that the District Annual Notifications to Parents/Students is online - Click here</p>	<input type="checkbox"/> I Acknowledge	<p>I/ We have read and accept the School Parent/Student Handbook information, including the Academic Honesty Policy, Cell Phone/Electronic Signaling Policy, Harassment /Bullying /Cyber bullying/Hazing Policies, and Attendance and Discipline Policies.</p> <p>I am aware that the School Parent/Student Handbook is online - Click here</p>	<input type="checkbox"/> I Acknowledge
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When complete click **Save**. After all **Authorizations Status** has been updated click on **Confirm and Continue**.



Final Data Confirmation

The **Final Data Confirmation** screen requires you to confirm that all information on the tabs are correct. If they are correct click **Confirm and Continue**. Click on **Finish and Submit**.

<ul style="list-style-type: none"> ✓ Family Information ✓ Student ✓ Contacts ✓ Medical History ✓ Documents ✓ Authorizations <li style="background-color: #e0e0e0;">7 Final Data Confirmation 	<p>Final Data Confirmation - I acknowledge that I have read and accurately completed/updated registration information to the best of my abilities, and have reviewed and understand the information stated above.</p> <p style="border: 1px solid #ccc; padding: 2px;">PLEASE CONFIRM THAT THE INFORMATION ON THE PREVIOUS TABS IS CORRECT</p> <p style="background-color: yellow; margin-top: 10px;">Please print a copy of the Emergency Card and have both parents sign.</p> <p style="background-color: yellow; margin-top: 5px;">This will be your "Ticket to Register". Bring the "Ticket to Register" with you when enrolling your student.</p> <p style="background-color: yellow; margin-top: 5px;">Also, print a copy for your own personal records.</p>
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You can then print the “Ticket to Register” by clicking the **Print New Emergency Card** button. Please have both parents sign and bring the “Ticket to Register” to the school site.

Thank you for confirming the student data in the system.
Final Data Confirmation - I acknowledge that I have read and accurately completed/updated registration information to the best of my abilities, and have reviewed and understand the information stated above.

PLEASE CONFIRM THAT THE INFORMATION ON THE PREVIOUS TABS IS CORRECT

Please print a copy of the Emergency Card and have both parents sign.
This will be your "Ticket to Register". Bring the "Ticket to Register" with you when enrolling your student.
Also, print a copy for your own personal records.

The following is an example of the “Ticket to Register”.

TEST 1, TEST		Z-Inactive School	
2016-2017		3/24/2017	
Student Emergency Card			
Student Information			Page 1
Student ID	Last Name	First Name	Middle Name
1044690	TEST 1	TEST	
Sex	Grade	Birthdate	
F	10	06/06/2000	
Resid Address	501 Crescent Way Anaheim, CA 92805		Student's Mobile
Mailing Address	501 Crescent Way Anaheim, CA 92805		Student's Email: 1044690@student.auhsd.us
Birth Place	United States Of America		Counselor: Unassigned
Parent/Guardian Information			
Lori Williamson williamson_l@auhsd.us		Primary Phone	(888) 324-5363
Language: Vietnamese		Father's work	
		Mother's work	
Emergency Contacts			
Jamie Millan (lives with) Mother		Mobile	
williamson_l@auhsd.us		Phone	
AUHSD "Ticket to Register"			
Please print a copy of the Emergency Card and have both parents sign.			
This will be your "Ticket to Register". Bring the "Ticket to Register" with you when enrolling your student.			
Also, print a copy for your own personal records.			
_____ Parent/Guardian Signature		_____ Date	
_____ Parent/Guardian Signature		_____ Date	

When complete you will receive a confirmation email. Please save this email.

From: AuConnect@auhsd.us
 To: williamson_l@auhsd.us
 Cc:
 Subject: Student Data Confirmation for: test test (School # = 472, Student # = 21, Permanent ID = 1037805)

DATA CONFIRMATION RECEIPT

Thank you for confirming the data for your student: test test.

Having accurate information greatly helps the school maintain a healthy and safe learning environment.

This email confirms that you have completed the data confirmation process.