

## Directions for **New Student** Registration

*This is for students that are new to the district and have not been enrolled in North Zulch ISD before.*

**Step 1** - You must have a valid email address that you can check and log into. **If you already have a valid email that you can check, skip to step 2.** *If you don't have an email address we recommend using Google to create an email address.*

- Open your Internet browser and go to [www.gmail.com](http://www.gmail.com)
- Click the blue button to Create an account and create yourself an email account.
- It is very important that the email address you create is the same address you use for online registration and everything you have on file with the school.

**Step 2** - **If you have an existing North Zulch ISD txConnect / Parent Portal account skip to step 3.** *If this is your first child to enroll at North Zulch ISD or if you have never created a txConnect / Parent Portal account we need to create your txConnect / Parent Portal Account first.*

- Go to [www.nzisd.org](http://www.nzisd.org) and click on the Menu Button at the top right and choose Parents
- Click on the txConnect / Parent Portal link
- In the Have a New Student section, click on here to create your txConnect / Parent Portal account
- Choose the username and password you want to use and use the email address you will use for everything at North Zulch ISD, then click next.
- Pick a security question and answer, then click next.
- YOU MUST VERIFY YOUR EMAIL ADDRESS, this is not optional. Log into your email account and copy the verification key then go to txConnect and paste that key in the verification code box, then click Verify Code
  - \* If you have existing students in North Zulch ISD, you can get your portal ID from your child's campus secretary and input that Student Portal ID and their birthday to add those existing students to your new txConnect account.
- If this is your first child/student to enroll at North Zulch ISD, click the Complete Button.
- You can now click on the Enroll a New Student box and start the registration process.
- **When finished enrolling your child, you can now print and/or bring any other forms along with a copy of your driver's license, their birth certificate, social security card, shot record, and proof of residence.** Thank you for registering your child online.
- **Step 3 is only for returning txConnect / Parent Portal users.**

**Step 3** - For users with an existing txConnect account / Parent Portal

- Go to [www.nzisd.org](http://www.nzisd.org) and click on the Menu Button at the top right and choose Parents
- Click on the txConnect / Parent Portal link
- Log into your existing txConnect / Parent Portal account
- Click on the Enroll a New Student box and complete the registration process.
- When finished enrolling your child, you can now print and/or bring any other forms to the campus office including a copy of your driver's license, their birth certificate, social security card, shot record, and proof of residence. Thank you for registering your child online.