

# Spring 2022 Registration

**Beginning, Tuesday, January 4, 2022  
Martin High School**

**7:30am – 11:30am and 1:30 – 2:30 pm**

## INSTRUCTIONS

1. Using **Google Chrome**, log on to **aisd.net**
2. Click on the rectangular bar in the center of the page “**ENROLL YOUR STUDENT**” to create your *Parent Self-Serve Account*
3. Answer the appropriate questions regarding the student you are enrolling  
NOTE: If your student has **EVER** attended an AISD school and has been issued a student ID number, please **do not** create a duplicate account. Creating a duplicate account will delay the enrollment process, causing you to re-register.  
*INSTEAD*, choose **forgot password** and the system will email information to reset your password.
4. Upload the following documents:
  - Birth Certificate (State certified copy)
  - Social Security Card
  - Proof of Residence – Current Utility Bill (Electric, Gas, or Water ONLY) You may also use your Lease Agreement or Mortgage Statement as Proof of Residence
  - Parent ID
  - **Last Report Card and Transcript**
  - Immunizations
5. At the end, please remember to **submit**. This completes the **AISD ONLINE** portion.
6. ***Come to Martin to enroll your student beginning January 4, 2022 during the appropriate times as listed above.***

## Attachments:

**Residency Affidavit** – If you and your student are living with someone else who resides within Martin’s Attendance Zone. This document **requires notarization**. Bring this document, Proof of Residency of the Affiant, and a copy of Parent and Affiant’s ID.

<https://www.aisd.net/wp-content/files/Residency-Affidavit-English.pdf>

<https://www.aisd.net/wp-content/files/Residency-Affidavit-Spanish.pdf>

**Educational Guardianship** – If you legally appointed someone else as Guardian of your student who lives within Martin’s Attendance Zone. This document **requires notarization**. Bring this document, Proof of Residency of the Guardian, and a copy of the Parent and Guardian’s ID

<https://www.aisd.net/wp-content/files/Educational-Guardianship-English.pdf>

<https://www.aisd.net/wp-content/files/Educational-Guardianship-Spanish.pdf>

## Registration FAQ

<https://www.aisd.net/wp-content/files/Registration-FAQs-ENGLISH.pdf>

- ❖ **Notary services are available on campus**
- ❖ **For additional assistance with Parent Self-Serve, you may come to the school.**

**Thanks – MHS Registration Team**