

Website Alert Message

Troy City Schools will complete our Registration & Enrollment processes virtually this year. All students, new and returning, must complete Virtual Registration or Re-registration, as well as the School Virtual Enrollment Forms as early as possible and no later than by July 24. Parents/guardians will be receiving letters from their student(s) school regarding important information needed to complete online registration. Failure to do so could postpone student scheduling and/or free/reduced meal status.

Troy City Schools Online Registration

<https://troycityschools.esvportal.com/>

Rapid Registration Help Guides

(Quick Reference Guide) <https://bit.ly/TCsrapidguide>

<https://www.eschoolview.com/ParentGuides.aspx>

July 9, 2020

Dear Parents/Guardians,

Troy City Schools will now require parents/guardians to enroll their students using our new online parent portal called Rapid Registration. Rapid Registration is where you will find the district's annual student forms that previously would have been turned in on paper the first week of school.

We are requesting that you take a moment to visit the Rapid Registration Portal at <https://troycityschools.esvportal.com/> and create your own account. There are instructions on Troy Elementary School's website to assist you in this process. Also, online parent guides can be accessed by typing the following URL in the browser: <https://www.eschoolview.com/ParentGuides.aspx>. In addition to the online parent guides, parents may access the Quick Reference One-Page Guide by typing the following URL in the browser: <https://bit.ly/TCsrapidguide>. You will also find your student(s) ID number(s) attached to this letter. This will be needed when creating your account.

The electronic online forms (Student Health Form, Emergency Contacts, and etc.) are available immediately. It would be very helpful if you could complete the online forms this week. However, we would like all forms completed and submitted as soon as possible and no later than July 31. Students must be registered to receive classroom schedules and teacher assignments.

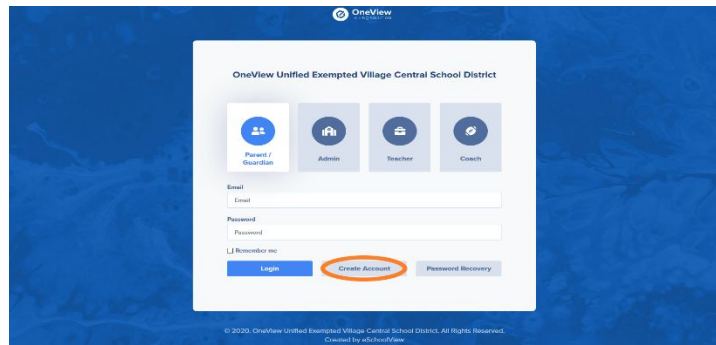
If you have questions, please contact us.

Thank you,

Teresa Sims
Principal

Instructions for Creating an Account in Rapid Registration

1. Click on **Create A New Account**



2. Fill in the personal information
3. Create your password, security question/answer and pin code

To get started, you will need to register as a prospective parent with our district. Please provide all information below and click the 'Register' button at the bottom to register and get yourself set up. Fields in **bold** are required.

Personal Information	Account Information
First Name <input type="text" value="Lisa"/>	Password <input type="password" value="*****"/>
Last Name <input type="text" value="Collins"/>	Confirm Password <input type="password" value="*****"/>
Email Address (Also used to log in) <input type="text" value="lcollins@gmail.com"/>	Security Question Mothers Middle Name
Alternate Email <input type="text" value="collins@yahoo.com"/>	Security Question Answer <input type="text" value="Taylor"/>
Phone Number <input type="text" value="3305551111"/>	PIN Code <input type="text" value="1234"/>

If provided by your district, use **Option #1** to link your child to your account using the **invitation code**.

Option #2: You will need to use the Student Number(s) supplied above after filling in the student Last Name, Grade Level and Date of Birth. Click Attach.

(Please note the Grade Level will be the current/upcoming grade level of the student for the new school year.)

Add Existing Student

Option #1: Use An Invitation Code
If you have a district-provided student invitation code, please type it below and your student will be linked to your account for access.

Code

Attach

Option #2: Provide Student Details
If you do not have an invitation code, please provide us with the following information about your student. If a valid match is found your student will be linked to your account.

Last Name

Grade Level
--

Date of Birth

Student Number (I don't have this)

Attach

Additional parent guides can be found at <https://www.eschoolview.com/ParentGuides.aspx>