

How to Register

Cómo registrarse



Online Registration opens

(Se abre el registro en línea)

August 1st.

Everything can be done online.

Todo se puede hacer en línea en español.

If you need help, you may come into the school on

Si necesita ayuda, puede venir a la escuela el

August 8th from 9:00-2:00 or

August 9th from 4:00-7:00 pm

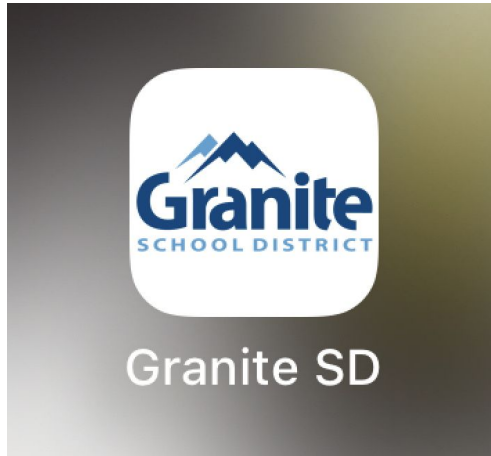
Below are Step-by-Step Instructions

(A continuación se muestran las
instrucciones paso a paso)

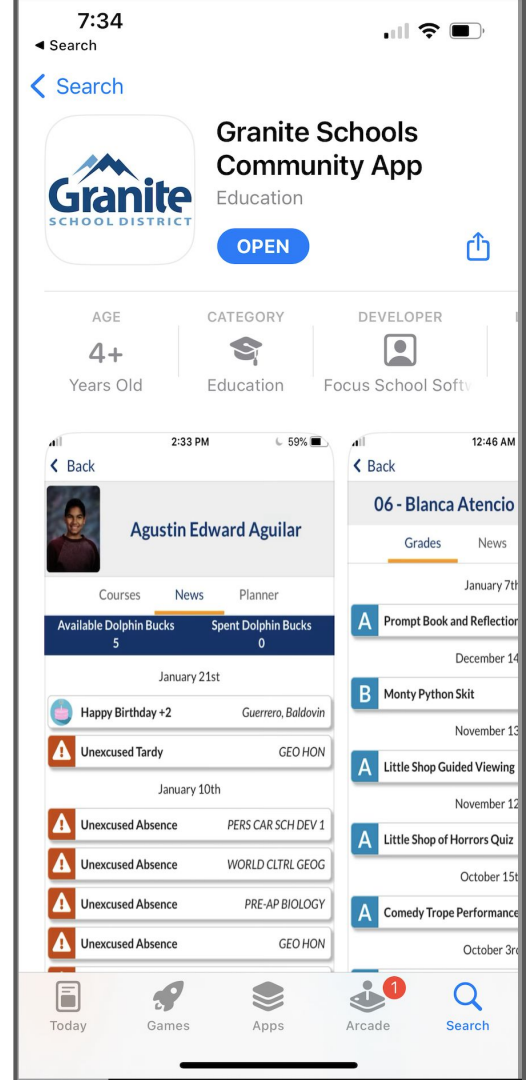
You can also find more information in many languages at
(También puede encontrar más información en muchos
idiomas en)

<https://www.graniteschools.org/blog/2023/07/18/new-school-information-system-parent-packetjuly-2023/#Community-App-Flyer>

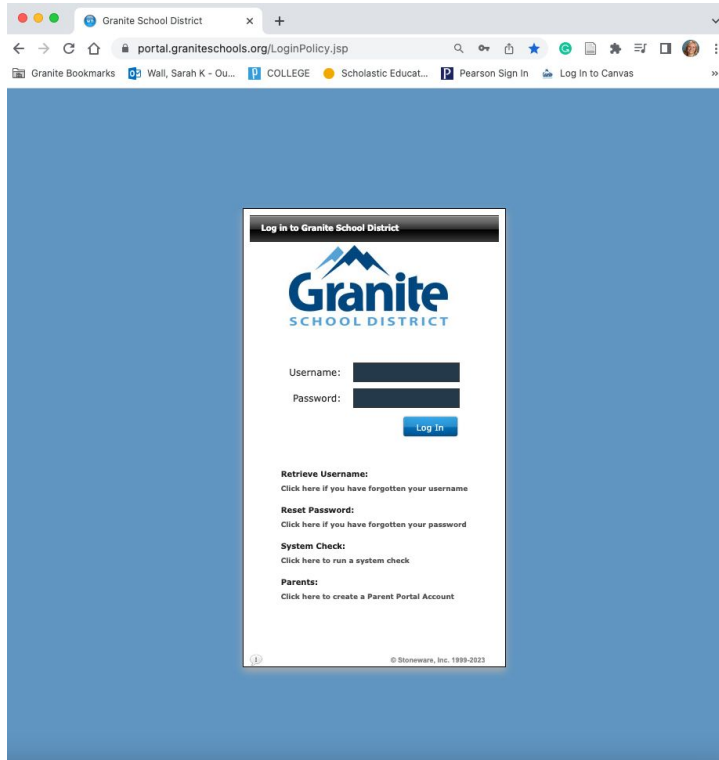
You can do all of this from the app. Search “**Granite Schools Community App**” or from a computer



Puedes hacer todo esto desde la aplicación. Busque "Granite Schools Community App" o desde una computadora



Step 1: If you already have a Parent Portal, log into the Parent Portal first.



<https://portal.graniteschools.org/>

Paso 1: Si ya tiene un Portal para padres, inicie sesión primero en el Portal para padres.

If you do not have a Parent Portal Account, skip to page 9.

Si no tiene una cuenta del Portal para padres, vaya a la página 9.

If you forgot your information, click on “*Retrieve Username*” or “*Reset Password*”.

Log in to Granite School District

Granite
SCHOOL DISTRICT

Username:

Password:

Log In

Retrieve Username:
Click here if you have forgotten your username

Reset Password:
Click here if you have forgotten your password

System Check:
Click here to run a system check

Parents:
Click here to create a Parent Portal Account

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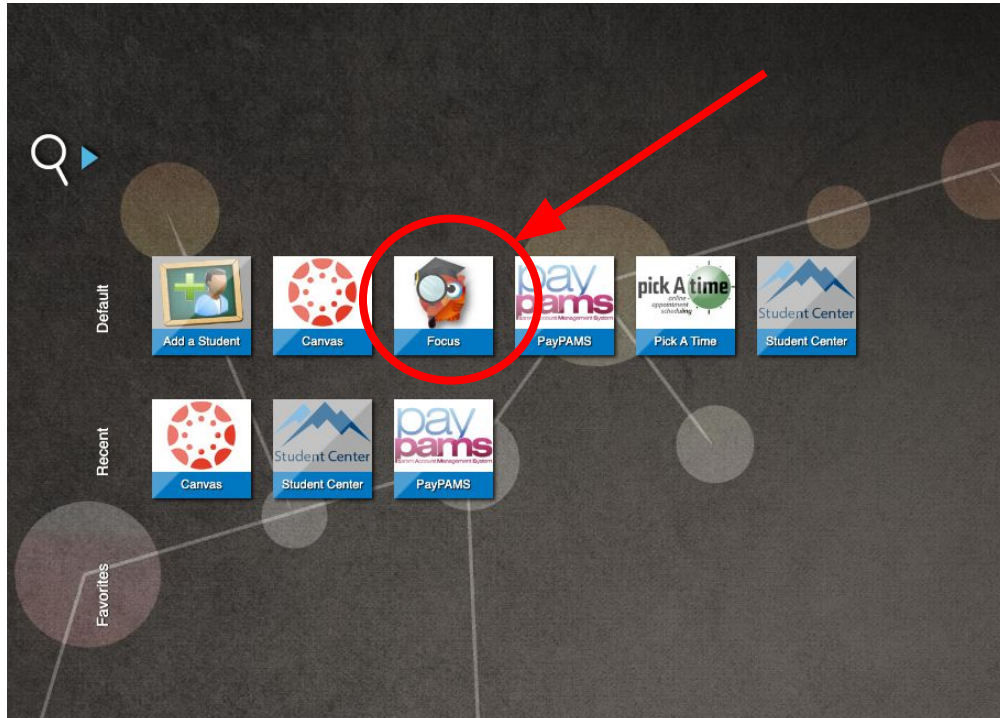
Si olvidó su información, haga clic en "Recuperar nombre de usuario" o "Restablecer contraseña".

If you do not have a Parent Portal Account, skip to page 9.

Si no tiene una cuenta del Portal para padres, vaya a la página 9.

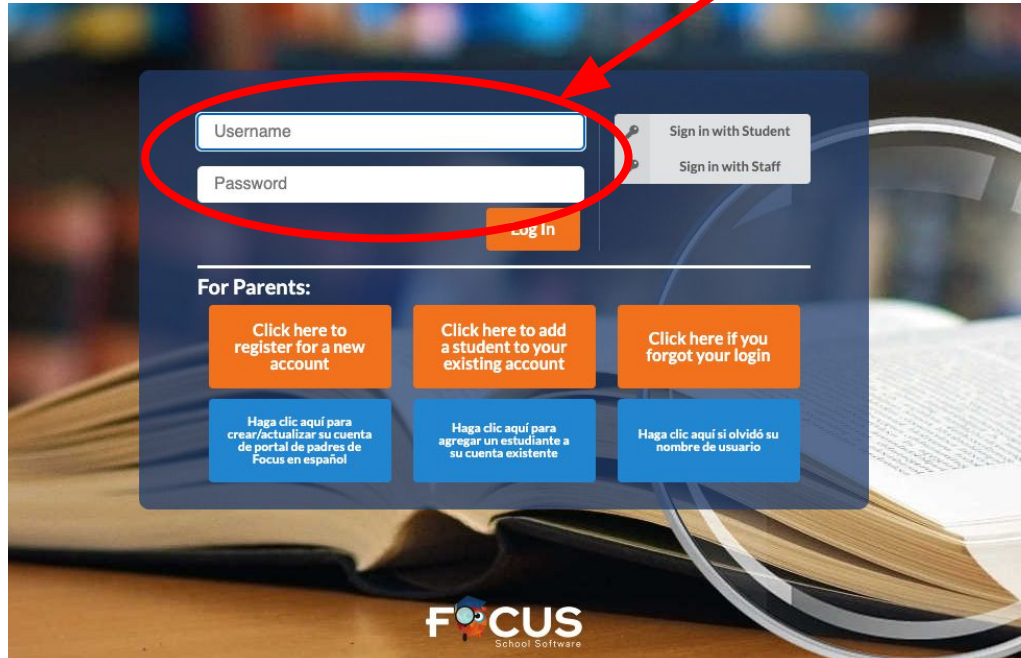
<https://portal.graniteschools.org/>

Step 2: Click on the Focus Icon



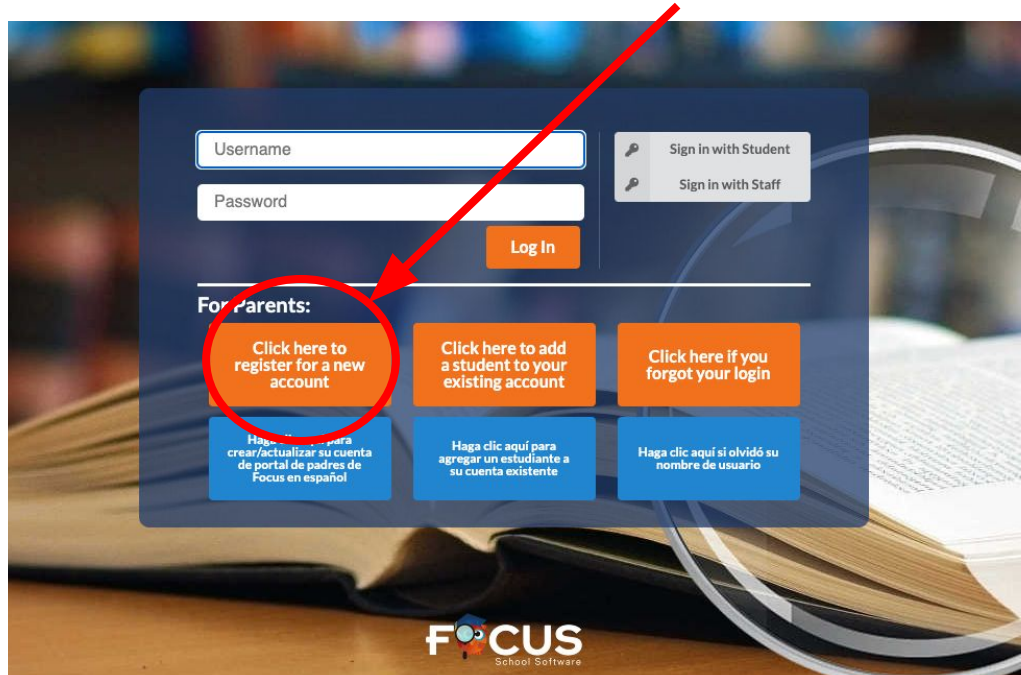
Paso 2: Haga clic en el icono de enfoque

Step 3: Log in using the same login and password for the Parent Portal



Paso 3: Inicie sesión con el mismo nombre de usuario y contraseña para el Portal para padres

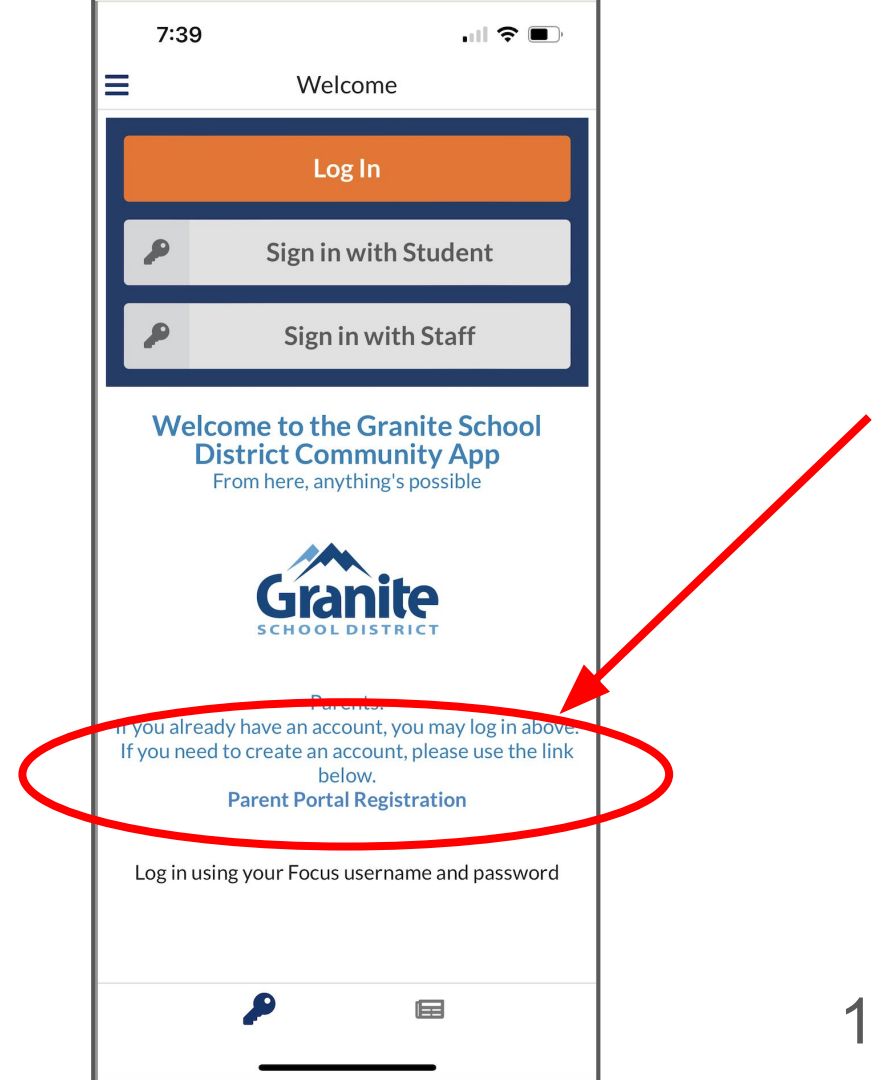
If you do not have a Parent Portal, then “Click here to register for a new account”.



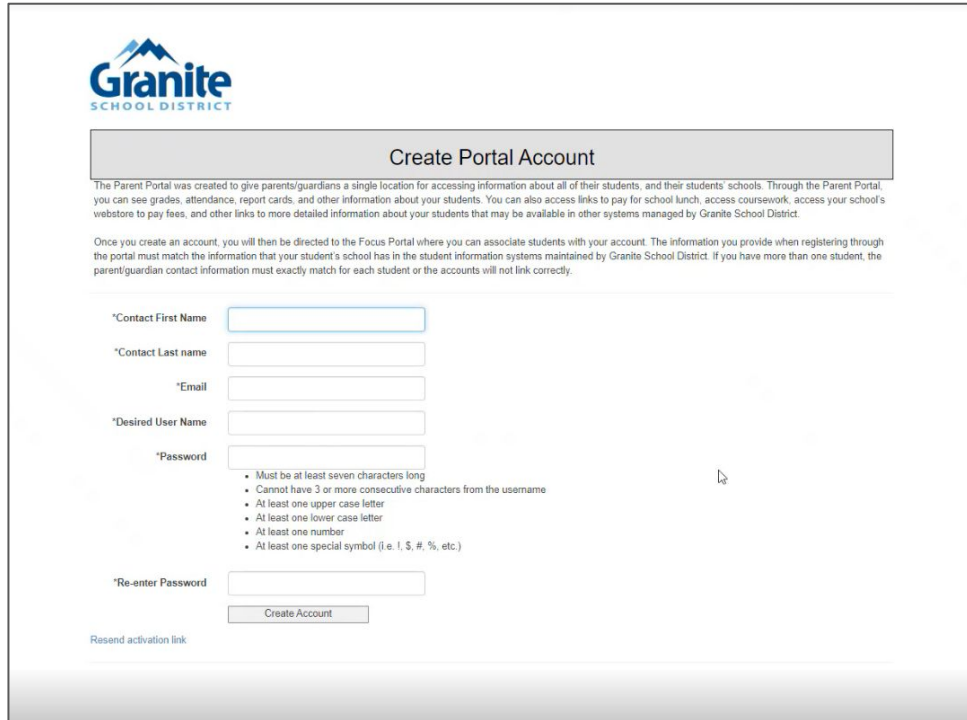
Si no tiene un Portal para Padres, entonces “Haga clic aquí para registrarse en una nueva cuenta”.

On the app, it looks like this:

En la aplicación, se ve así.



This is how you will register for a new account.



Granite
SCHOOL DISTRICT

Create Portal Account

The Parent Portal was created to give parents/guardians a single location for accessing information about all of their students, and their students' schools. Through the Parent Portal, you can see grades, attendance, report cards, and other information about your students. You can also access links to pay for school lunch, access coursework, access your school's webstore to pay fees, and other links to more detailed information about your students that may be available in other systems managed by Granite School District.

Once you create an account, you will then be directed to the Focus Portal where you can associate students with your account. The information you provide when registering through the portal must match the information that your student's school has in the student information systems maintained by Granite School District. If you have more than one student, the parent/guardian contact information must exactly match for each student or the accounts will not link correctly.

*Contact First Name

*Contact Last name

*Email

*Desired User Name

*Password

- Must be at least seven characters long
- Cannot have 3 or more consecutive characters from the username
- At least one upper case letter
- At least one lower case letter
- At least one number
- At least one special symbol (i.e. !, \$, #, %, etc.)

*Re-enter Password

[Resend activation link](#)

Así es como se registrará para una nueva cuenta.

Once you create an account, it will ask you to activate it through your email.



Email Notification

Your account has been created. A link to activate your account has been sent to your email.

Una vez que cree una cuenta, le pedirá que la active a través de su correo electrónico.

After you activate it in your email, you will get a notification and it can take some time to be fully activated for access.

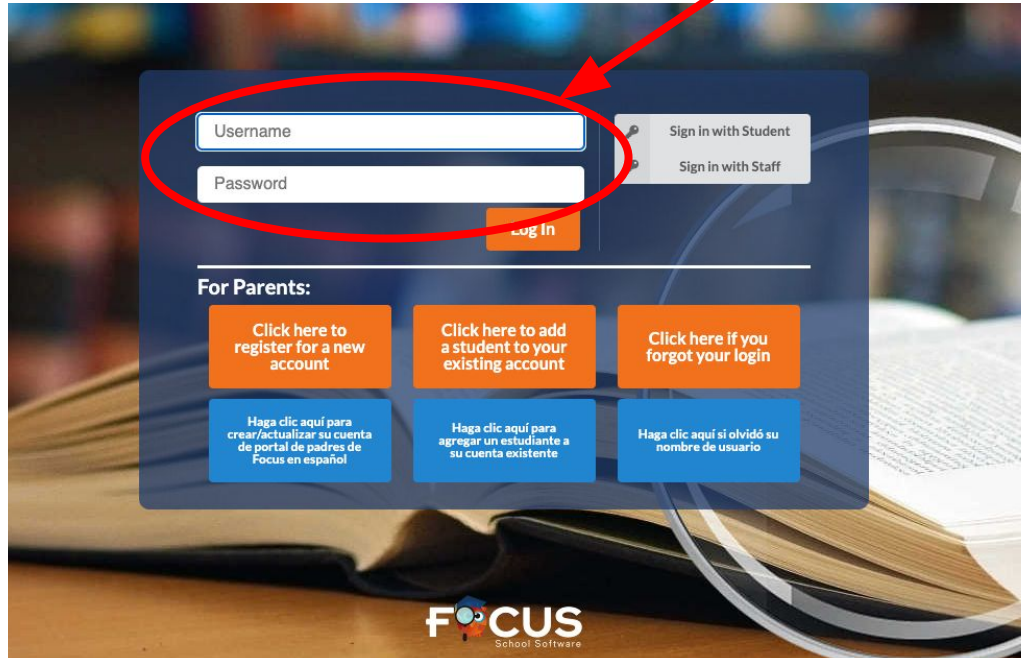


Your Account Has Been Verified

Your parent portal account has been activated successfully. Please note that it can take up to **20 minutes** for your account to become fully active in Focus. [Click here to access the Focus Portal portal login page](#)

Después de activarlo en su correo electrónico, recibirá una notificación y puede llevar algún tiempo activarlo por completo para acceder.

Once your account is activated, log in.



Una vez que su cuenta esté activada, inicie sesión.

Step 4: This is the home screen. Change language here.

Granite Help Forms Summary Anne McKenzie Copper Hills Elementary 2023-2024

Pending Forms

The district and/or school has requested that the following form(s) be completed at this time in order to update your student information

Student Name	Form	Status
	Re-Enrollment Form	Not yet started - Click to begin in English [EN]

Available Forms

The district has made the following forms available for you to complete as needed to update information.

Available forms for

- American Indian Education Program (506 Form)
- Contact Information Update Request
- Address & Phone Update Request Form
- Fee Waiver Application

Completed Forms

2 Records [Filters: ON](#)

Student	Form	Completed Date	Processed Date	# of Changes			
				Approved	Denied	Pending	
<input type="text"/>	Kennedy School Forms	07/19/2023	07/19/2023	3	0	0	View Changes
<input type="text"/>	Health (Maturation) Form	07/19/2023	07/19/2023	2	0	0	View Changes

Select Language | Logout Print

Paso 4: Esta es la pantalla de inicio. Cambiar idioma aquí.

Step 5: Click here to begin Re-Enrollment Form.

The screenshot shows the Granite Forms Summary interface. The top navigation bar includes the Granite logo, a Help icon, and the text 'Forms Summary'. On the right, it displays the user's name 'Anne Mckenzie' and the school 'Copper Hills Elementary' for the '2023-2024' school year.

The main content area is divided into three sections:

- Pending Forms:** A table with columns for Student Name, Form, and Status. A row for 'Re-Enrollment Form' is shown with a status of 'Not yet started - Click to begin in English [EN]'. This button is circled in red, and a red arrow points to it from the right.
- Available Forms:** A list of forms available for completion, including American Indian Education Program (506 Form), Contact Information Update Request, Address & Phone Update Request Form, and Fee Waiver Application.
- Completed Forms:** A table with columns for Student, Form, Completed Date, Processed Date, and # of Changes (Approved, Denied, Pending). Two rows are shown: 'Kennedy School Forms' and 'Health (Maturation) Form'.

The bottom of the page features a 'Select Language' dropdown, a 'Logout' button, and a 'Print' icon.

Paso 5: Haga clic aquí para comenzar el formulario de reinscripción.

Step 6: Begin Re-Enrollment Form.

Paso 6: Comience el formulario de reinscripción.

Re-Enrollment Form

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Granite
SCHOOL DISTRICT

Granite School District
Re-Enrollment Forms

Welcome to Granite School District

Student Re-Enrollment Form

INSTRUCTIONS: All students that were enrolled in a Granite School District school at the end of the 2022-23 school year, must complete a Student Re-Enrollment Form. Only one (1) form per student should be completed annually, regardless of custody.

All documents submitted will become the property of Granite School District and retained in accordance with Granite School District's Privacy Policy and applicable law.

Student Name:

Birthdate:

Student ID:

Grade: 06

Current School: Copper Hills Elementary

Primary Address:

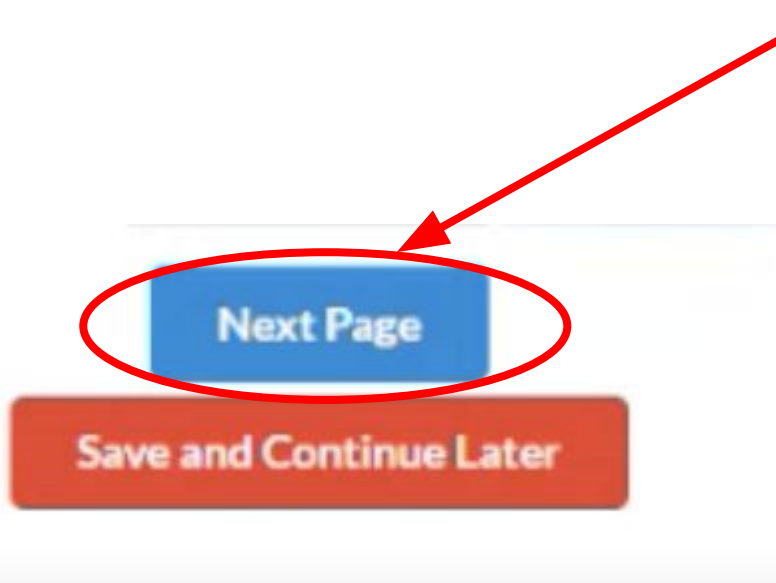
Select Language

is Inc... may request changes using the Address and Phone Update new Focus Parent Portal (see below). You will need to include verification

There are 8 pages and you can change the language if needed.

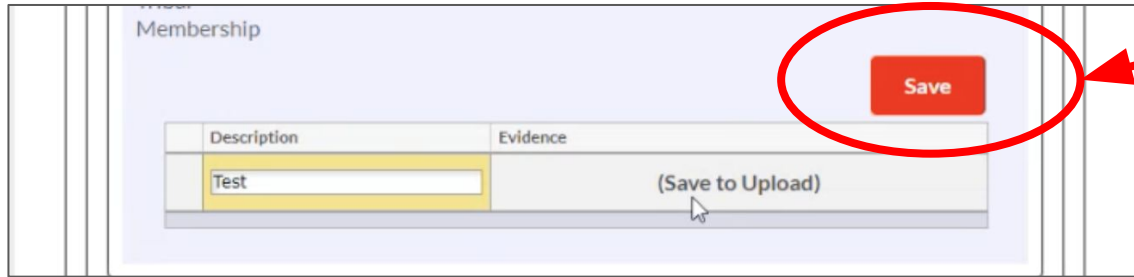
Hay 8 páginas y puede cambiar el idioma si es necesario.

Go through each page and then click “Next Page”

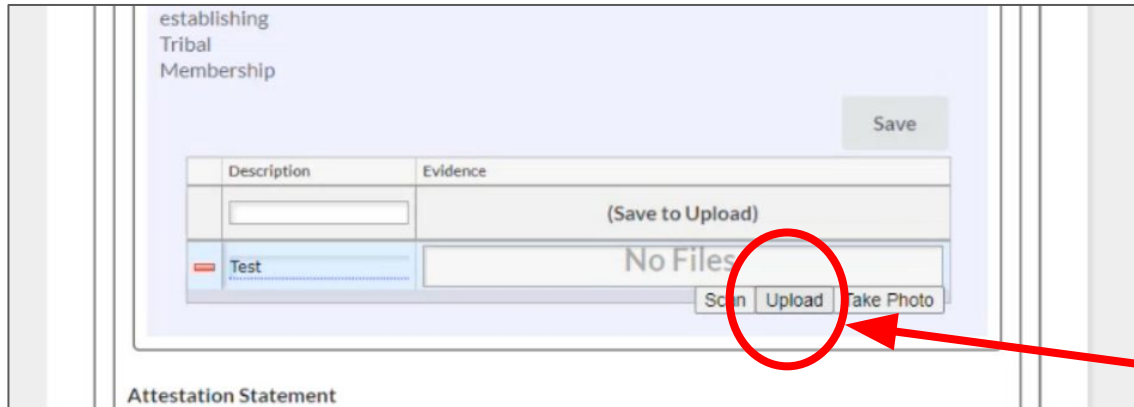


Vaya a través de cada página y luego haga clic en "Página siguiente"

When uploading documents, you will need to put in a description, then push **save**. Once you push **save**, you will be able to **upload** a document.



Al cargar documentos, deberá ingresar una descripción y luego presionar guardar. Una vez que presione guardar, podrá descargar un documento.



Some of the sections are **optional**.

Algunas de las secciones son opcionales.



Re-Enrollment Form

Page 5 / 8

Optional Verification

Upload any information below that needs to be updated.

Some of the sections are **not** optional.

Granite
SCHOOL DISTRICT

Re-Enrollment Form

Page 6 / 8

District Required Policy Acknowledgement

Checking the box next to the document is my signature that I have read and accept the document's contents.

Head Injury Policy*	<input checked="" type="checkbox"/>
School Safety Policy*	<input checked="" type="checkbox"/>
School/Student Handbook*	<input checked="" type="checkbox"/>
Technology Terms and Conditions*	<input checked="" type="checkbox"/>

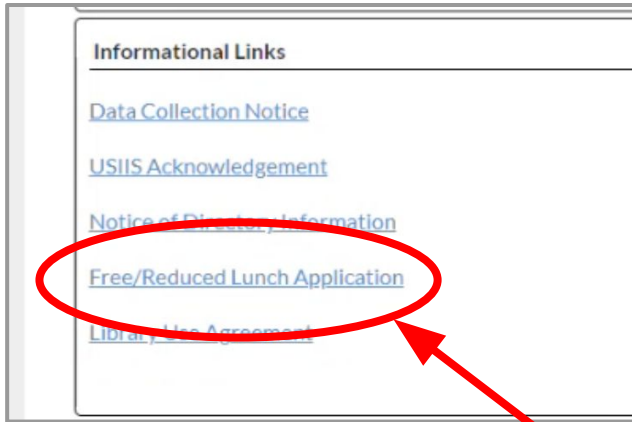
Additional School Permissions

Algunas de las secciones **no** son opcionales.

On page 6, you must acknowledge all of the policies before moving on.

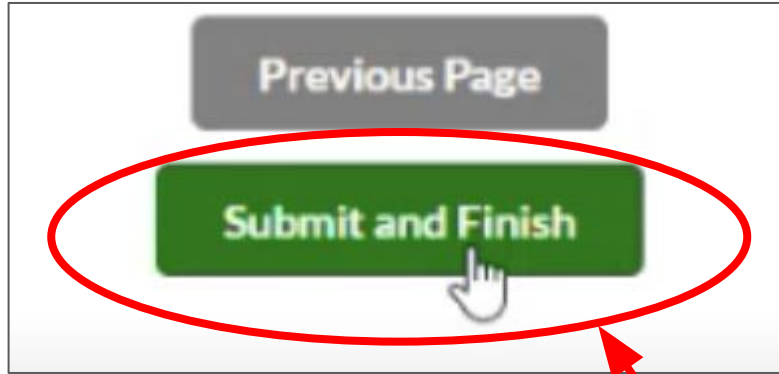
En la página 6, debe reconocer todas las políticas antes de continuar.

Also on page 6, we would really like **EVERYONE** to fill out a **“Free/Reduced Lunch Application”** even if you think you will not qualify. It is easier to qualify for this than a fee waiver and we receive Title 1 Funding based on how many students qualify. **PLEASE COMPLETE THIS FORM!!!**



También en la página 6, realmente nos gustaría que **TODOS** llenen una **"Solicitud de almuerzo gratis/a precio reducido"**, incluso si cree que no calificará. Es más fácil calificar para esto que para una exención de tarifas y recibimos fondos del Título 1 en función de cuántos estudiantes califican. **POR FAVOR COMPLETE ESTE FORMULARIO!!!**

Step 7: Once you are done with all the forms, be sure to click submit and finish.



Paso 7: Una vez que haya terminado con todos los formularios, asegúrese de hacer clic en enviar y finalizar.

If you do not have any siblings, you are done here.

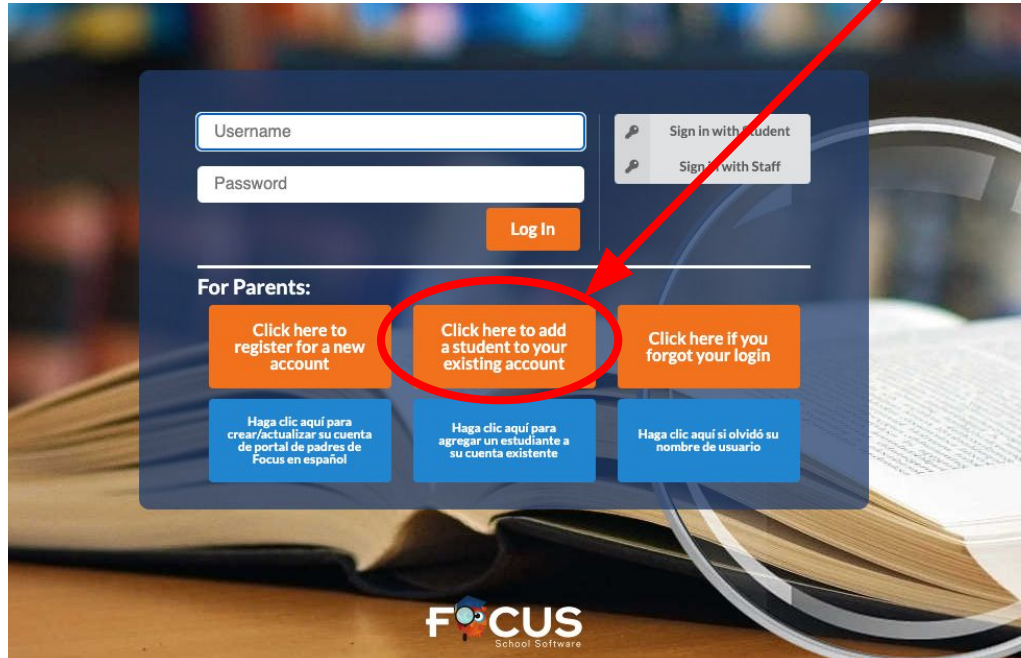
Congratulations!

If you have other siblings who need to register, go to the next slide.

Si no tienes hermanos, aquí terminaste. ¡Felicidades!

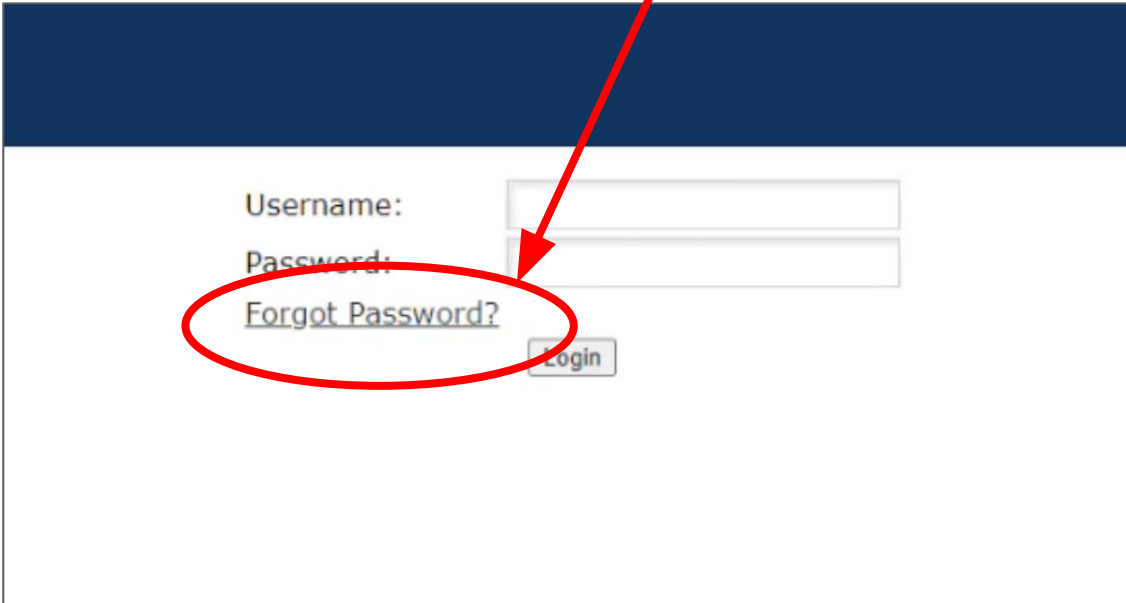
Si tiene otros hermanos que necesitan registrarse, vaya a la siguiente cesión.

To Add Another Sibling: “Click here to add a student to your existing account”.



Para agregar otro hermano: "Haga clic aquí para agregar un estudiante a su cuenta existente"

DO NOT USE THIS “FORGOT PASSWORD” IF YOU CAN’T REMEMBER. YOU WILL NEED TO DO THAT THROUGH THE PARENT PORTAL.



A screenshot of a login form. The form has a dark blue header bar. Below the header, there are two input fields: 'Username:' and 'Password:'. Below the 'Password:' field, there is a link labeled 'Forgot Password?' which is circled in red. To the right of the 'Forgot Password?' link is a 'Login' button. A red arrow points from the top of the page down to the 'Forgot Password?' link.

Paso 3: Inicie sesión con el mismo nombre de usuario y contraseña para el Portal para padres

Click on “I would like to ADD A CHILD who is already enrolled”.

Haga clic en "Me gustaría AGREGAR UN NIÑO que ya está inscrito"



I would like to ADD A CHILD who is already enrolled.