



## 2022-2023 Online Enrollment for New Students Quick Reference Sheet

1. Log onto the [Student Enrollment Webpage](#) using the URL below:

<https://www.hazelwoodschoools.org/Page/8776>

2. Select "New Families to Hazelwood" and reviews Steps 1 & 2
3. Download the 2022-2023 Quick Registration Form (under Step 2)
4. Submit the 2022-2023 Quick Registration Form to the school registrar/secretary of your youngest elementary school child
5. Enrolling parent/legal guardian will receive an email within 48 hours of submitting the Quick Registration Form prompting them to login to Tyler/SIS to complete online enrollment forms for each student
6. Complete and submit ALL online enrollment forms (**when forms are left incomplete online enrollment process is halted**)
7. Complete and submit ALL Required E-forms
8. Allow 3-5 business days for processing from the date online forms were submitted
9. Enrolling parent/legal guardian will receive a second email when online forms have been processed
10. Contact your child's assigned school for next steps