Login to Spring ISD Portal

Step 1: Open Google Chrome browser type in www.springisd.org which will take you to the Spring ISD home page.

Step 2: Select the orange tab called, MySpringISD

Step 3: Enter the Username and Password the district provided to you. This is the same Username and Password used to log in to HAC (Home Access Center). Note: Usually, it is the first letter and last name, example John Smith would be j.smith If you have a longer last name or a common last name the Username may be shorter and have a number behind it.
Step 4: Once you successfully log in using your Username and Password it will take you to the SpringISD Portal.

Step 5: Click on the HAC icon (Home Access Center) which will take you to the login screen.
Step 6: Use the same Username and Password that you used to log in to the Spring ISD Portal to log in to the HAC (Home Access Center.)

Step 7: Once in HAC, select Registration, then click on the “Update Enrollment” tab.

Step 8: Click Start.
Step 9: Click **Begin Form**, be sure to click comply

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**Access Online Forms**

You have requested to complete online forms for Spring Independent School District from your eSchoolPlus Parent Portal. To begin this process, powered by PowerSchool Enrollment, choose one of the options below.

*This step is necessary only once – subsequently you will be automatically logged in from your eSchoolPlus Parent Portal.*

**New to PowerSchool Enrollment**

Haven’t used PowerSchool Enrollment before? Get started below.

☐ To comply with COPPA, I affirm that I am 13 years or older.

[Begin Forms]

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Step 10: Ensure the student date of birth matches the student displayed on HAC. Enter the student Date of Birth (mm/dd/yyyy), click **Continue**

*Note: If the student’s date of birth is not valid, please contact 281-891-6337 or your campus for assistance.*
Step 11: Start the Online Returning Student Registration Form by answering the questions in each section. Once you have finished each section, click the **Next** button.

Introduction

Online Returning Student Registration

Welcome to Spring Independent School District's Returning Student Registration. Please follow the steps below to continue.

1. Click "Next" on this page, and enter the information requested by the online form.
   
   Note: Required fields are marked as "Required", and Spring Independent School District will receive the data exactly as it is entered. Please be careful of spelling, capitalization, and punctuation.

2. On the "Review & Submit" page, check your data before submitting the form.

3. Click "Submit!"

   On the submission confirmation page you will have the opportunity to print out a copy of your Returning Student Registration to keep for your records.

   You have completed step one of the registration process. At this time all district facilities are closed due to COVID-19. A Campus staff member will reach out to you via phone or email to complete the next step in the registration process. Please do not bring any documents to the campus at this time. We will contact you at a later date to complete the verification of documents. Note: Once the form is electronically submitted, you will receive an e-mail confirmation.

Registration for Additional Students

Note: If a required question is missed, this page will display a red icon next to it and list the number of questions missing on that page. Click on a page name or on “Find Invalid Fields” to return and complete those questions.
Step 12: Click **Submit** once all questions have been answered and buttons are displayed as green.

Note: A Returning Student Registration form must be submitted for each RETURNING student in your family. Once you have successfully submitted one Returning Student Registration, return to Home Access Center (HAC) and click on the current student name in the top right of the header. A drop-down menu will appear, select the next student from the list and then click Submit. Repeat the steps above.

For additional support visit the Returning Student – Annual Update webpage at

[https://www.springisd.org/returning-students](https://www.springisd.org/returning-students)

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