

On Line Registration Help

Website Address: www.redfordu.k12.mi.us

Click on Enroll Now

Scroll to Bottom of Page

Click on one of the categories that applies to you and your family

District Residents Kindergarten

District Residents 1-12

School of Choice Unlimited Grades K-10

School of Choice MUST complete the School of Choice Application AND receive an acceptance letter Before beginning the Pre-Enrollment Process.

Once you click the Pre-Enrollment link it will take you here. Read the directions in the box. If you are a New Pre-Enrollment the Login below will look like this
If you are returning to finish an enrollment you will click the Continue and Pre-Enrollment in progress and will be asked for your email address and password.



Redford Union Schools, Dist No. Pre-Enrollment

Welcome to New Student Pre-enrollment for Redford Union Schools

If your child has previously attended any pre-school through 12th-grade school in Redford Union Schools, do not complete this pre-enrollment.

If your child has never attended a Redford Union school, please continue below.

- Select **Start a New Pre-Enrollment** when starting your first pre-enrollment. You will be required to create a pre-enrollment account using an email address and creating a password.

OR

- Select **Continue a Pre-Enrollment in Progress** to return to a started pre-enrollment or to add another student.

Notes:
Completing this on-line pre-enrollment does not automatically enroll your child into school. In order to complete your child's registration, you must upload all required documentation. A checklist will display once you have submitted this form. If you experience any issues with using this form, please contact the district Registrar, Doris Reed via email, reedd@redfordu.k12.mi.us or phone (313) 242.6003 or (313) 279-8533.

Login

In Progress or New?

Continue a Pre-Enrollment in Progress

Start a New Pre-Enrollment

Please enter the following information, and click "Continue"

Email:

Note: Password must contain at least 5 characters

Password:

Re-enter PW:



Once you have set up your password and email address it will take you to the screen on the next page. If this is a new pre-enrollment all will be blank. You will need to input the requested information.

Pre-Enrollment

Redford Union Schools, Dist No.

Exit | Reset | **Submit**

Summary
Process Started: 5/13/2020 3:08 PM

Household
15867 Denby
Redford, MI 48239-3931
313-333-3683
arriolt@comcast.net

Students
Jane Ann Doe
Add

Primary Contacts
Enid Seghi
Add

Emergency Contacts
Mae Morthon
Add

Documentation
Behavior Report:
Add

Final Steps
Submit and Print
Not Submitted To District

Important Notes:

- Use the "Additional Race" field if your student is more than one race.
- For "Grade" - choose the grade in which you will be enrolling your student at Redford Union Schools.

Student Information

Student Name: Jane Ann Doe
First Middle Last
Nickname: Terry
Gender: Female
Additional Race: Yes No Race: Caucasian American
Birth Date: 06/13/2006 13 years 11 months
Birth Place: Detroit MI United States of America
Language: Spanish English
Email Address: arriolt@comcast.net
Primary Phone: 313-333-3683 Residence
Additional Phones: Add Phone
Grade: Tenth
School: Address could not be associated with a district attendance area to determine school

Previous Enrollment Information
Has student previously attended a Redford Union school Selection: Yes
Please enter previous enrollment school information, beginning with the most recent.

If previous enrollment is out-of-state, select **Out of State** in the Previous School drop-down list in the section above.
If there is no previous enrollment history, Enter **NA** in both School Name and City field. Select **Not Applicable** in the State field.

School: Hilbert Middle School
Address:
City: redford
State: MI
Zip:
Phone:
Fax:

- There is a lot of information to be entered here. What you see is the beginning. Keep scrolling and answering until you get to the end. Once you have completed this you will need to scroll back to the top and click the submit button. You can see it at the top of the page above Important Notes. It will be highlighted. Once you hit submit the same screen will appear again
- You must look to the left of the screen. You will see categories. Household, Students, Primary contacts, Emergency Contacts, Documentation and Final Steps You should see your address under household information.
- You now need to go to the next category, Students. Click add to add a student. If you have more than one student you will need to hit add again until you have added all of your students. Don't forget to hit submit when you are done.
- Once you are done with students you go to Primary Contacts. You will then move on to Emergency Contacts. Don't forget to go back and hit add when you need to add another contact. Remember to submit before going to the next category
- You will next go to documentation and upload the required documents. I have two screen shots below of the same page. The one on the left shows the document types. Click the drill down, and choose the correct document type.
- Next look at the screen shot on the right. Where it says file you will click and upload your file. There is a box for notes. Once you are done go to the top and hit submit again. You must repeat the process for each document type required.
- Once you are done go to the last category, Final Steps.
- Final Steps. This is where you will click and submit your pre- enrollment after everything is complete. Don't forget to hit submit on this page as well. This process will release all of your uploaded documents to us.

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Behavior Report:
Add

Final Steps
Submit and Print

Not Submitted To District

Document Information
Document Date: 06/10/2020
Document Type: Lease Mortgage Deed

Title:

File:

File Type: Behavior Report

Applies to: Birth Certificate

Notes: Driver License - Parent/Guardian
Immunization Record

Lease Mortgage Deed

ReportCard

Transcript

Utility or Bill 1

Utility or Bill 2

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Process Started: 5/13/2020 3:08 PM

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Final Steps
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Not Submitted To District

Document Information
Document Date: 06/10/2020
Document Type: Lease Mortgage Deed

Title:

File: Choose File No file chosen

File Type:

Applies to: Household

Notes:

