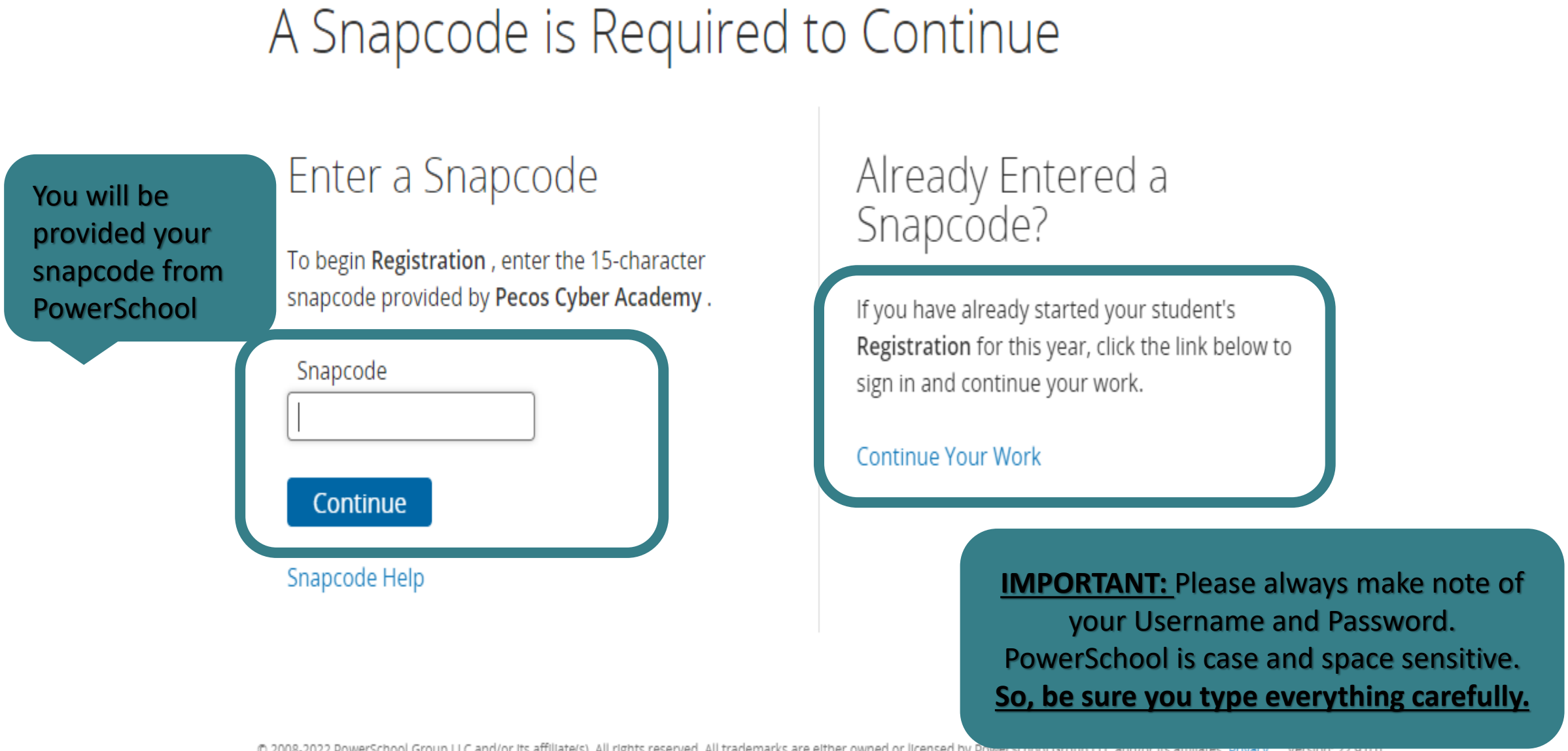
Pecos Cyber Academy

Help with PowerSchool Registration

Pecos Cyber Academy

Help

Logging into Registration, a snapcode will always be required when first logging in. However, if you have to finish registration, you can just log back in.



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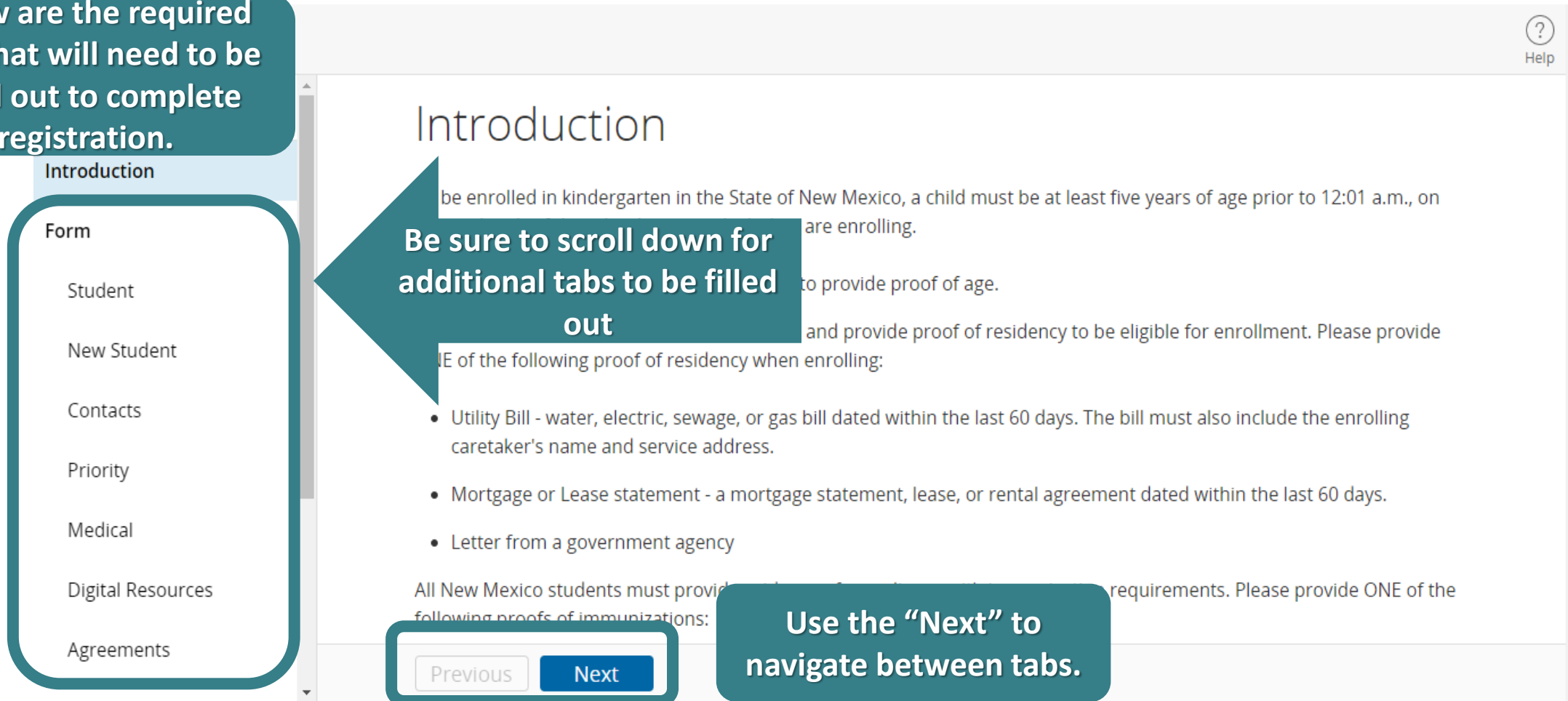
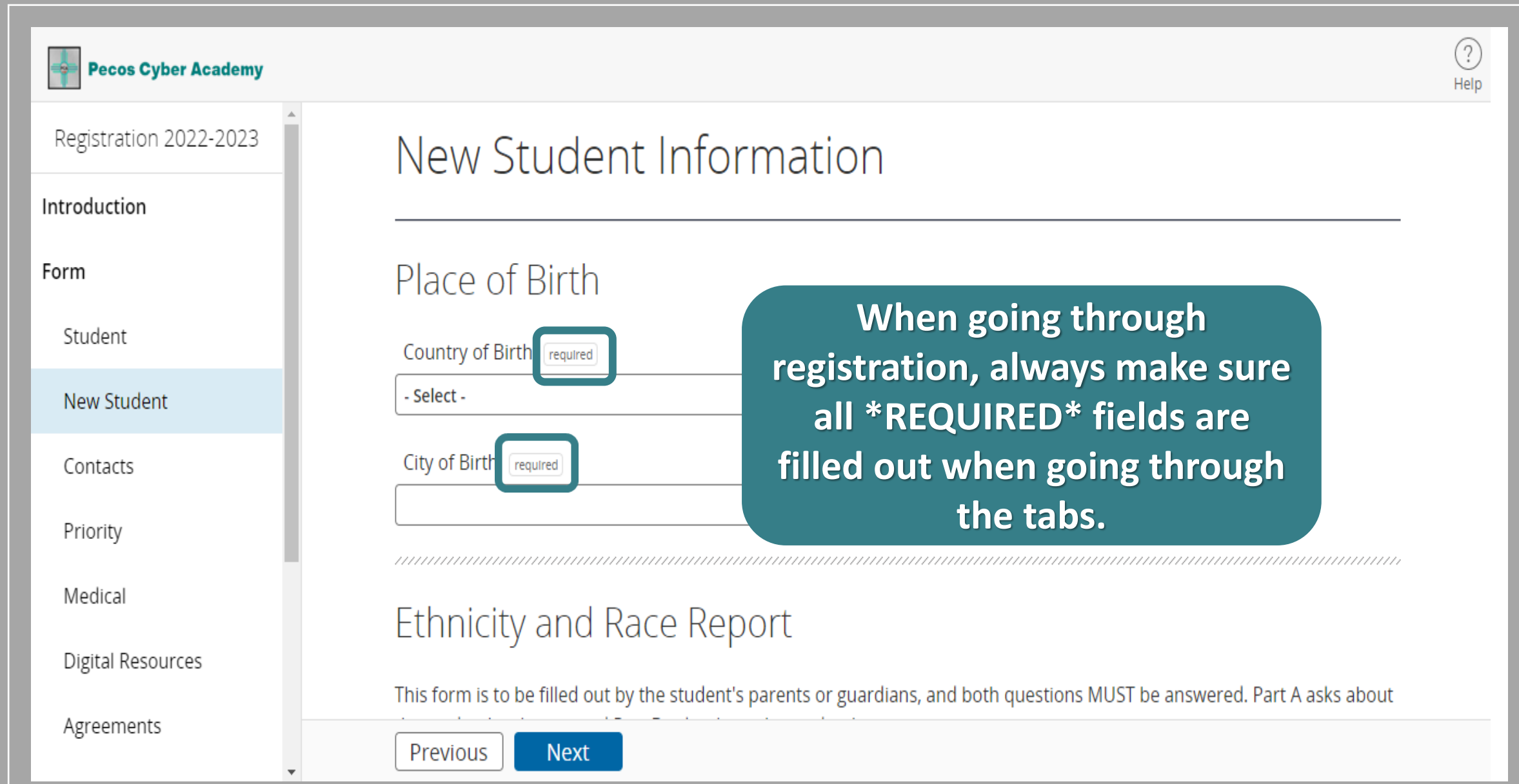
Once you have logged in to Registration, the Introduction is the first thing you will see. *Be sure to read the Introduction thoroughly.*

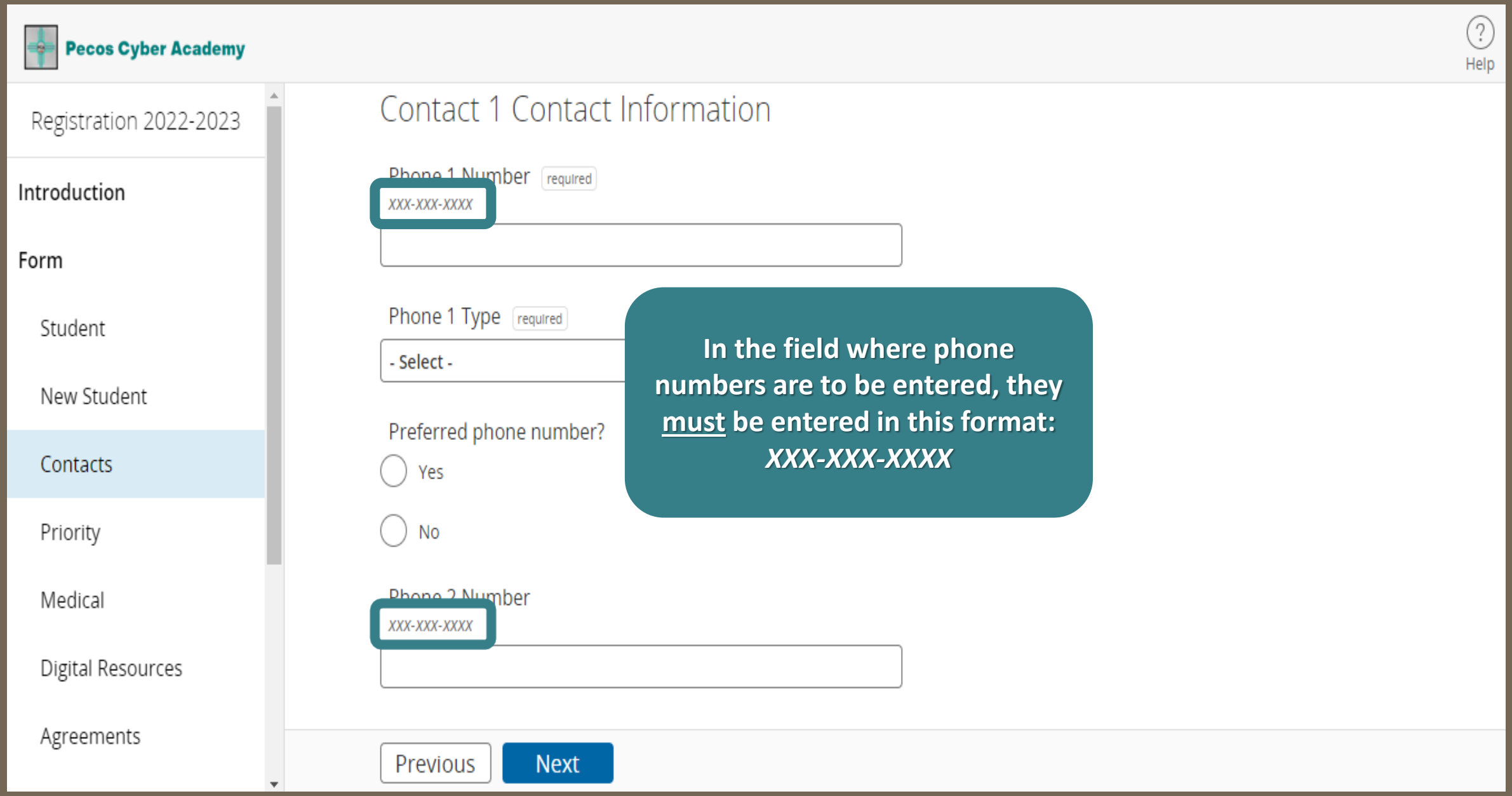
Below are the required tabs that will need to be filled out to complete registration.



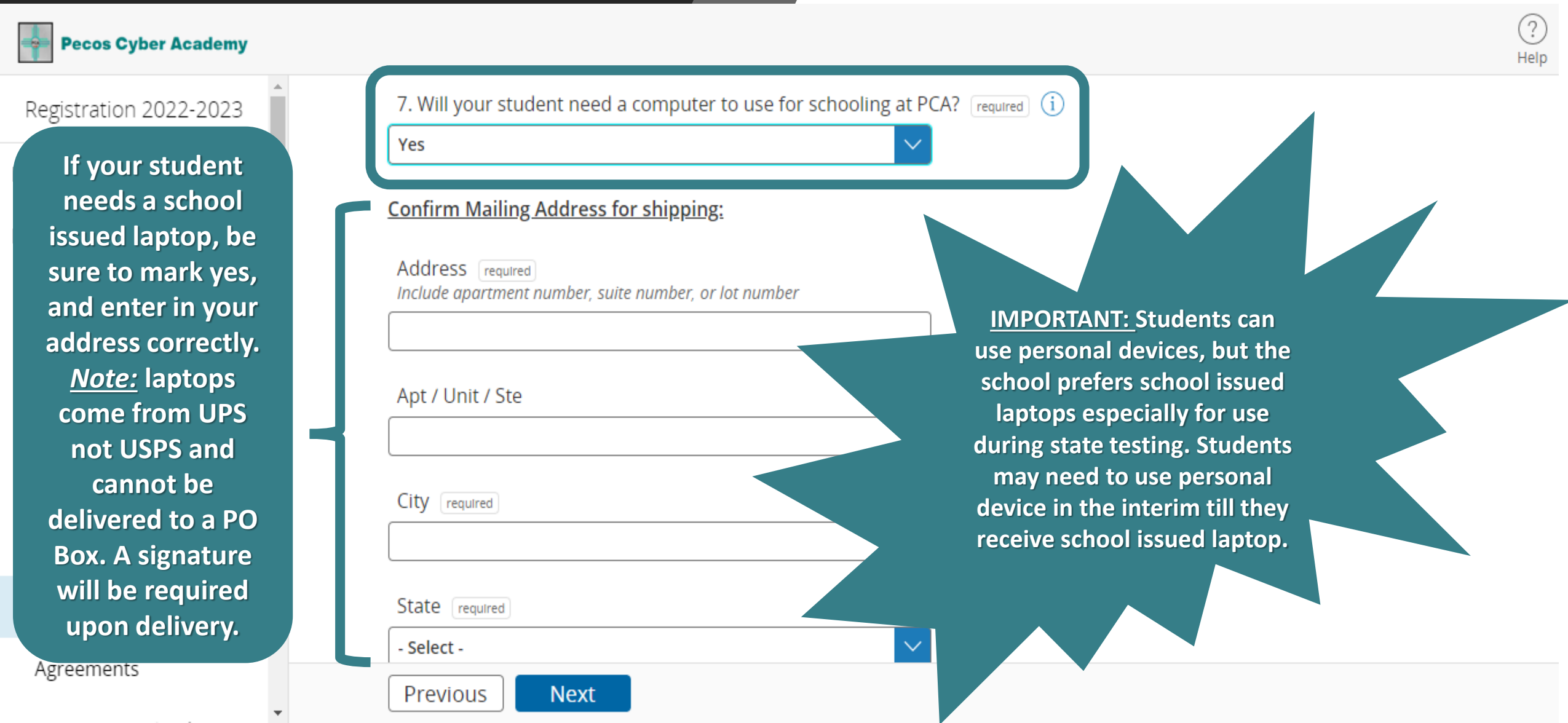
Be sure to scroll down for additional tabs to be filled out

Use the "Next" to navigate between tabs.

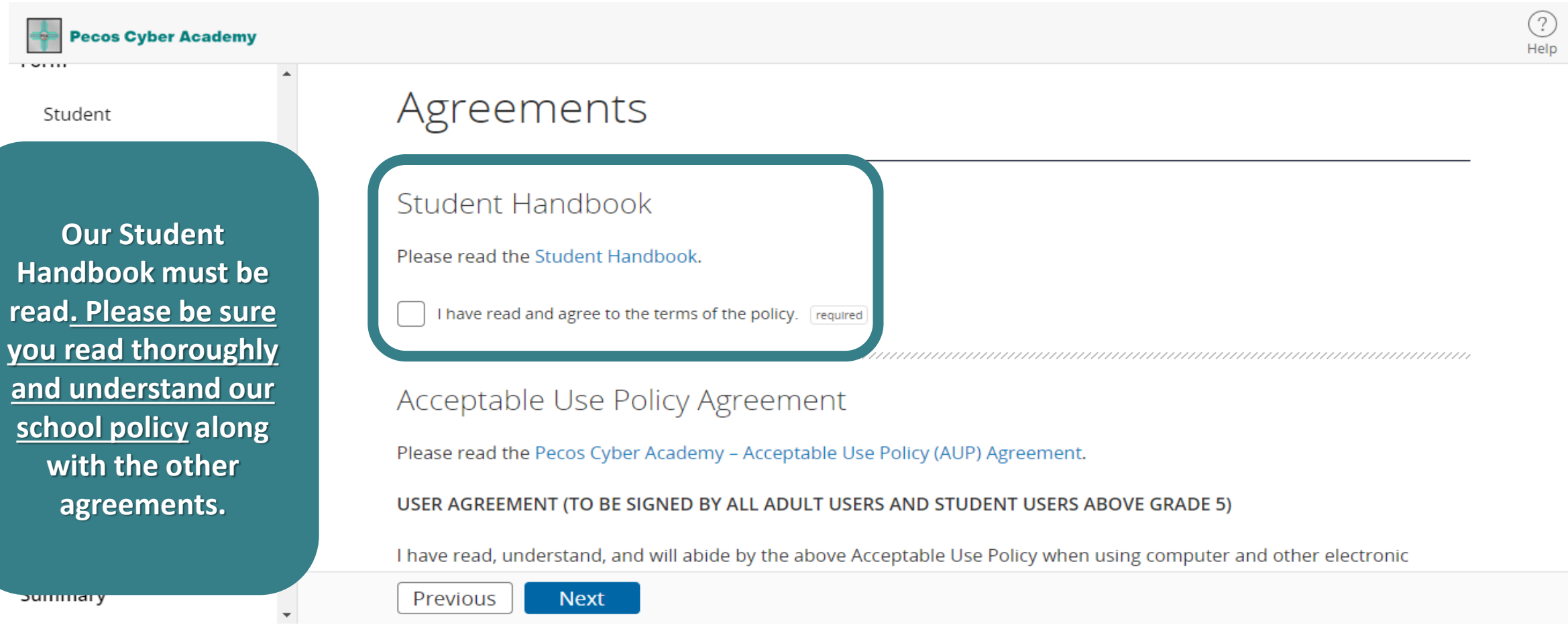

Pecos Cyber Academy
Help
Registration 2022-2023
Introduction
Form
Student
New Student
Contacts
Priority
Medical
Digital Resources
Agreements
New Student Information
Place of Birth
Country of Birth
required
- Select -
City of Birth
required
When going through registration, always make sure all *REQUIRED* fields are filled out when going through the tabs.
Ethnicity and Race Report
This form is to be filled out by the student's parents or guardians, and both questions MUST be answered. Part A asks about
Previous
Next


Pecos Cyber Academy
Help
Registration 2022-2023
Introduction
Form
Student
New Student
Contacts
Priority
Medical
Digital Resources
Agreements
Contact 1 Contact Information
Phone 1 Number
required
XXX-XXX-XXXX
Phone 1 Type
required
- Select -
Preferred phone number?
Yes
No
In the field where phone numbers are to be entered, they must be entered in this format: XXX-XXX-XXXX
Phone 2 Number
XXX-XXX-XXXX
Previous
Next

Digital Resources



Agreements



Our Student Handbook must be read. Please be sure you read thoroughly and understand our school policy along with the other agreements.

Pecos Cyber Academy

Contacts

<u>These three documents are absolutely required and there is no getting around it.</u> All other documents are *highly* recommended for submission and help us as a school.

Summary

Birth Certificate ⓘ

Your child's state issued birth certificate required

Upload...

Immunization Records ⓘ

Upload your child's most recent immunization records. required

Upload...

Proof of Residence ⓘ

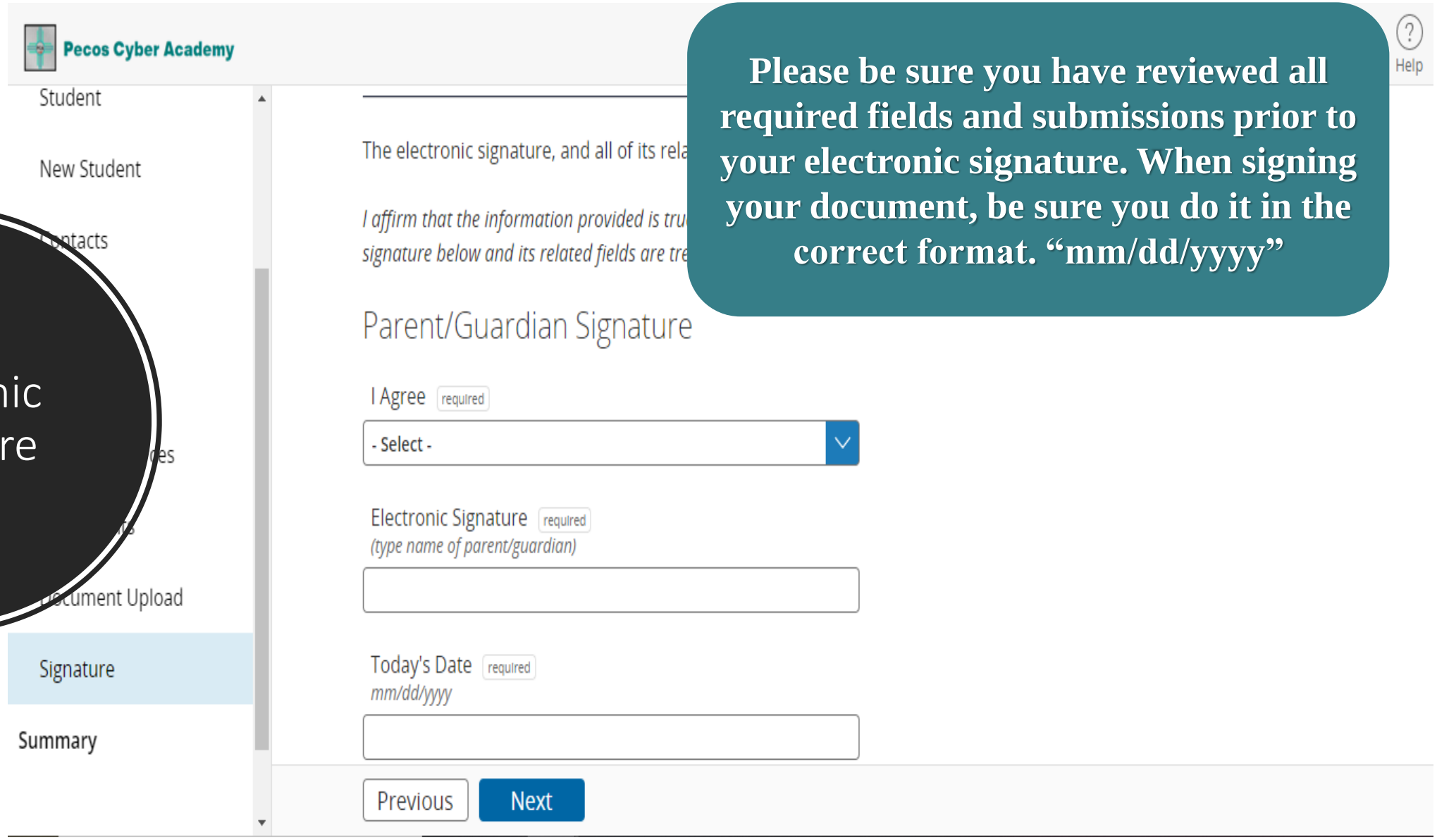
Proof of address in the parent/guardian's name showing the current physical address required

Utility Bill - water, electric, sewage, or gas bill dated within the last 60 days, Mortgage or Lease statement, etc.

Upload...

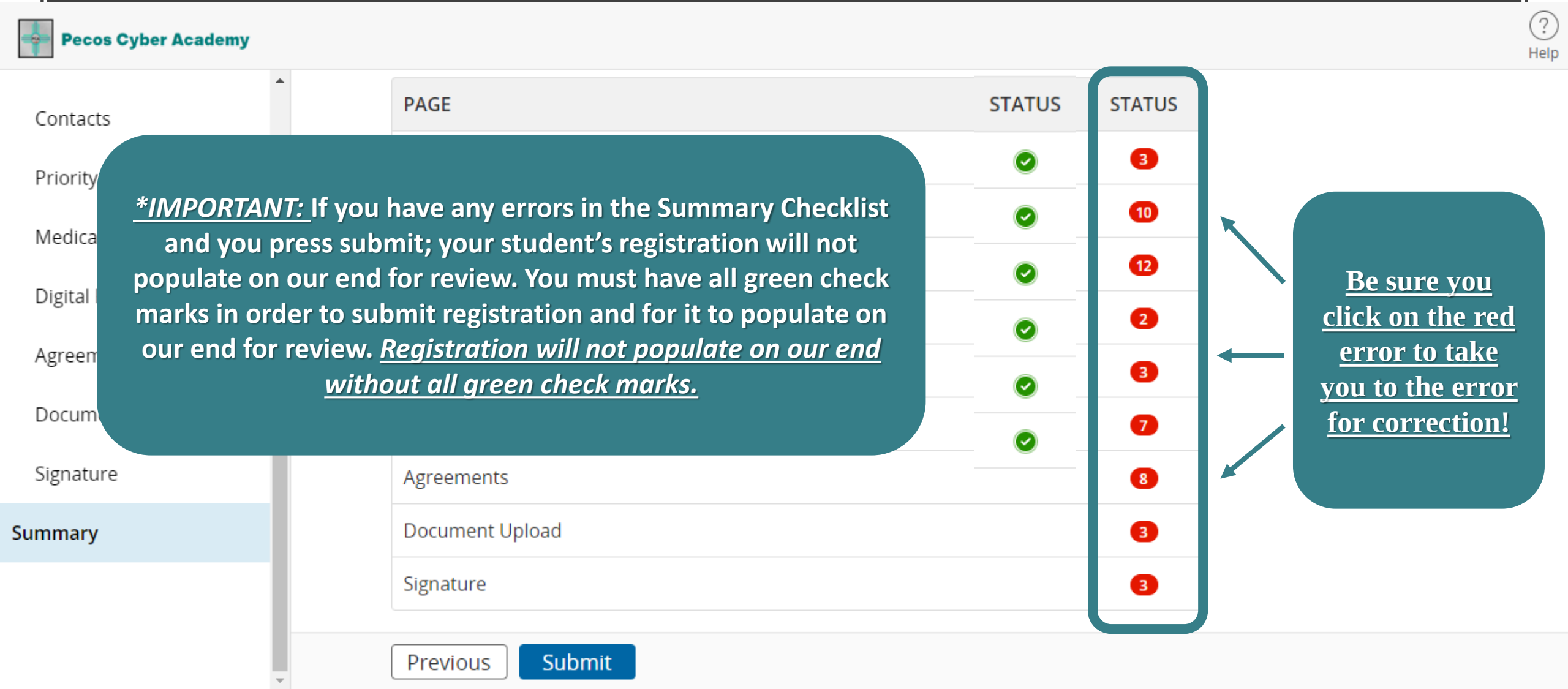
Previous Next

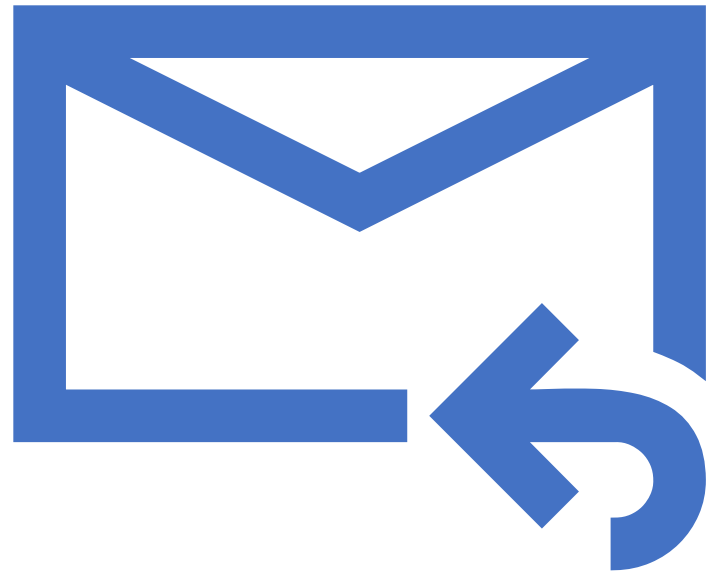
Electronic Signature



Please be sure you have reviewed all required fields and submissions prior to your electronic signature. When signing your document, be sure you do it in the correct format. “mm/dd/yyyy”

Summary


Pecos Cyber Academy
Help
Contacts
Priority
Medica
Digital
Agreem
Docum
Signature
Summary
PAGE
STATUS
STATUS
3
10
12
2
3
7
Agreements
8
Document Upload
3
Signature
3
Previous
Submit
*IMPORTANT: If you have any errors in the Summary Checklist and you press submit; your student's registration will not populate on our end for review. You must have all green check marks in order to submit registration and for it to populate on our end for review. Registration will not populate on our end without all green check marks.
Be sure you click on the red error to take you to the error for correction!

Questions

For all other questions or concerns, please email us at PCA_enrollment@pecosca.us or call us at 505-886-3900 and select Enrollment.