

Q Parent Portal Re-Enrollment Instructions for Parents

Parents can update their contact and student information for the 2021-2022 school year using Parent Portal. ***This year, new sections and questions have been added to gather information that will help the district provide you with better support.**

Log into Q Parent Portal (<https://sis.sanjuan.edu/parentportal>) using your PIN and Password. Your PIN and password can be sent to your email on file in Q by using the “Need your login information?” link.

1 Select the “Re-Enrollment” tab to update emergency card information for all students.

2 Select “Edit” to update your contact information if there are changes. ***The School Funding Form is new in this section as well as a new survey for “Computer and Internet Availability”.**

Select “Edit” for each student to review and update their demographic, emergency contact, and health information.

3 1. Review the Acknowledgements area, check the confirmation checkbox, And click on the Submit button to complete the process.

Sample Confirmation Checkbox

Clicking the checkbox completes your Re-enrollment process.

4
Review for completeness.

Questions? Contact your school office or the Student Information Team at 916-971-7195, Option 1 or helpdesksis@sanjuan.edu