# Q Parent Portal Re-Enrollment
## Instructions for Parents

Parents can update their contact and student information for the 2020-2021 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.
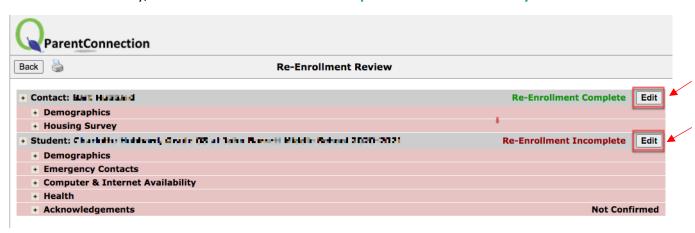
**1** Select the "Re-Enrollment" tab to update emergency card information for all students.

**2** Select "Edit" to update your contact information if there are changes. **\*The Housing Survey section is new.** Select "Edit" for each student to review and update their demographic, emergency contact, computer and internet availability, and health information. **\*The Computer & Internet availability section is new.**

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

Sample Confirmation Checkbox

☐ By selecting this check box, I understand and acknowledge the information above.

**4**

Review for completeness.

Need help? Email the Q Student Information System Helpdesk at helpdesksis@sanjuan.edu or call 916-971-7195, Option 1