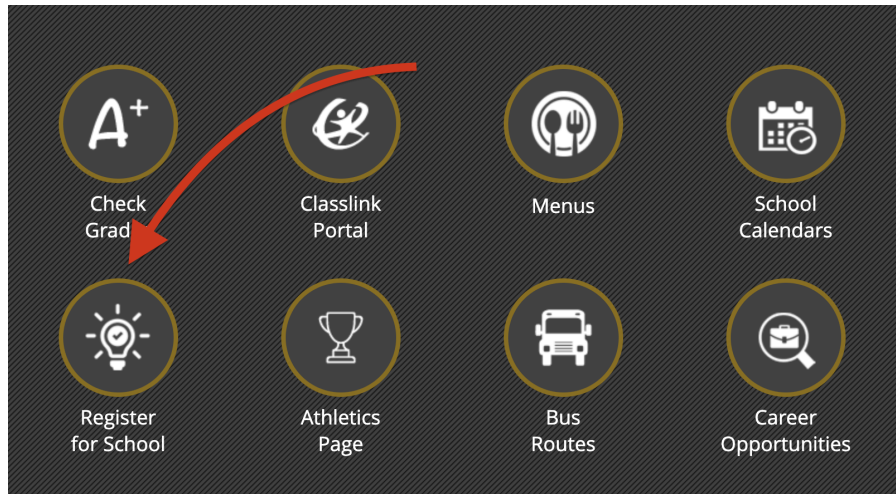# Returning Families Online Registration Help Document

How to get to Online Registration

1. Go to the Seguin ISD website www.seguin.k12.tx.us

2. Under the scroller images on the homepage click **Register for School**

3. Then click **START HERE**

4. This will launch Parent Portal where you can scroll down to the bottom and click **Sign In** under **Existing Users**
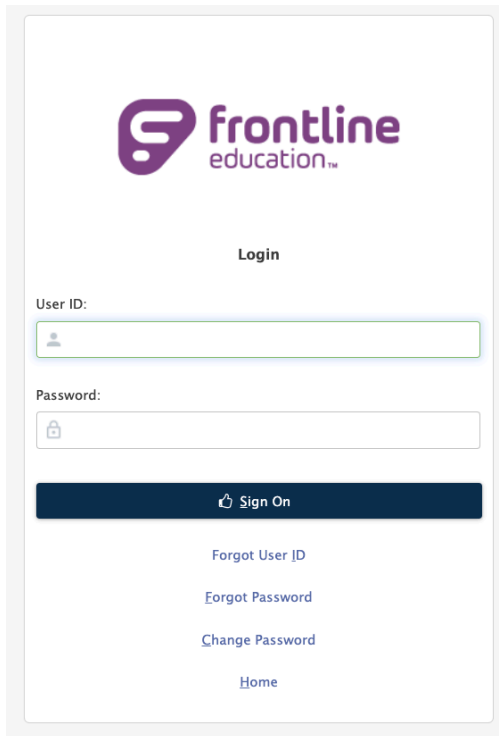
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5. Parents will then sign in with their Parent Portal information.
   HINT The login information that is used for registration is the same for checking students' grades!

Parent Forgot User ID

If you have forgotten your user ID, you will click on the **Forgot User ID** option under **Sign On**.

This will prompt a screen where you need to enter your Email Address and Last name.

Once entered, the system will find the account and send an email to the email address on file.

If you are unable to recover your username, you will need to **contact your campus** for login assistance.

Parent Forget Password

On the same Parent Portal login screen you can also choose **Forgot Password** however, you must know the User ID before you can perform **Forgot Password.** After entering the User ID you can click **Forgot Password** where the user will be shown their security question and they must input an answer to be prompted to change the password. If they do not know the answer, verify their identification, write down a new security question/password, and then your attendance clerk can change it in TEAMS.

Security Question Answer (case sensitive):

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