

Registration-School Year 2020-2021

Beginning on May 1st, 2020 (Video of this process linked [here](#))

You will be able to create an account in our system, SchoolCare Works. This will enable you, on June 1st, to access the parent portal and complete your registration more quickly. We highly recommend completing this step **prior to May 28th** so we can approve your account. This will make your process beginning on June 1st less than 5 minutes.

1. Navigate to our [registration landing page](#). This can also be accessed by going to <https://discoverylink.dpsk12.org/> and clicking on “School Year Registration”.
2. Scroll down to “School Year 2020-2021” and select “Click to View Offerings”
3. Navigate to “**New Families Create an Account-School Year 2020-2021”. Select “Click to View Offerings”.
4. Sites are listed alphabetically. It does not matter if you wish to enroll for ECE (ages 3-4) or Ages 5+. You are simply selecting a site at this time. Find your site and click “Enroll”.
5. You will then be required to supply information about your child. This initial process takes about 15-20 minutes.

Important Tips:

- **The system will not save your progress:** You cannot begin and come back later without starting over. Please have the following information ready BEFORE proceeding: Doctor phone and address, Dentist phone and address, Hospital phone and address, TWO Emergency contacts (who are not the guardians AND live outside the home) phone and addresses, and relevant allergy and medication information. Please use Chrome or Firefox as your browser.
- **Adding a sibling** (New Families): You will add additional children near the end of the registration process. Look for this screen:

Beginning on June 1st, 2020

[Step-by-Step Instructions](#) once your account has been approved

We recommend that you complete this process from May 1 - 28, 2020, to be eligible for registration on June 1, 2020.