

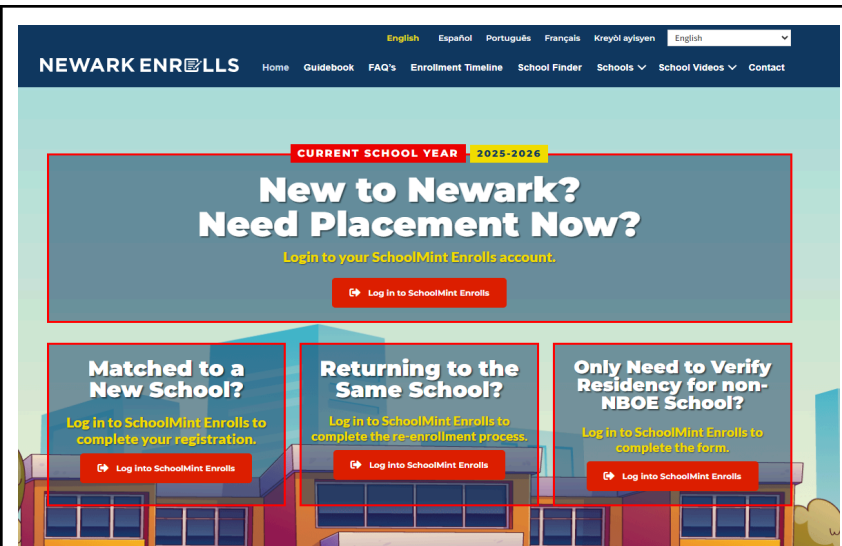
Create Your Charter Parent Account in SchoolMint
(Already have a Newark Enrolls SchoolMint account? Click [here](#))

If you can't recall the password, click "Forgot password." If you don't receive a link to reset your password, contact npsrecords@nps.k12.nj.us or call 973-733-7333.

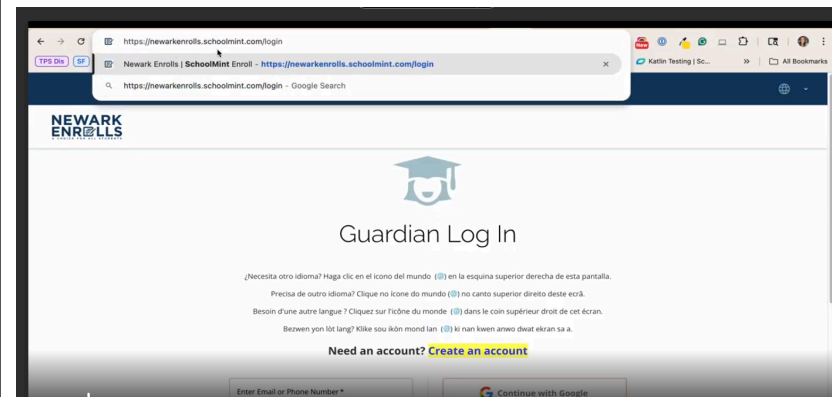
Go to the Newark Enrolls webpage (<https://newarkenrolls.org/>) and select 'Verify Residency for Non-NBOE School'.

OR

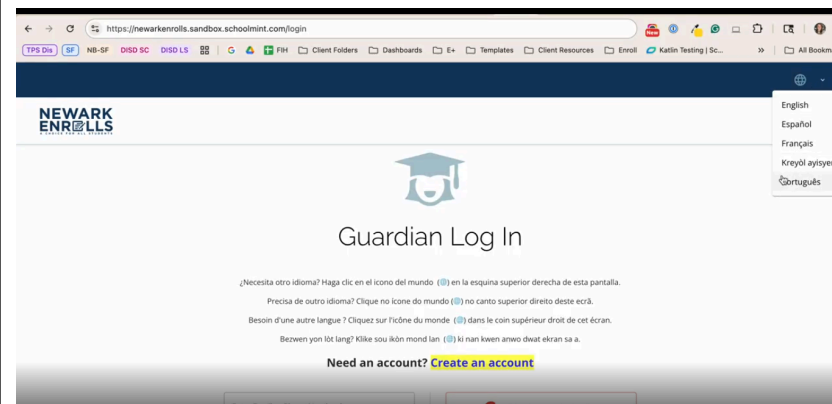
Type newarkenrolls.schoolmint.com into your web browser's address box.



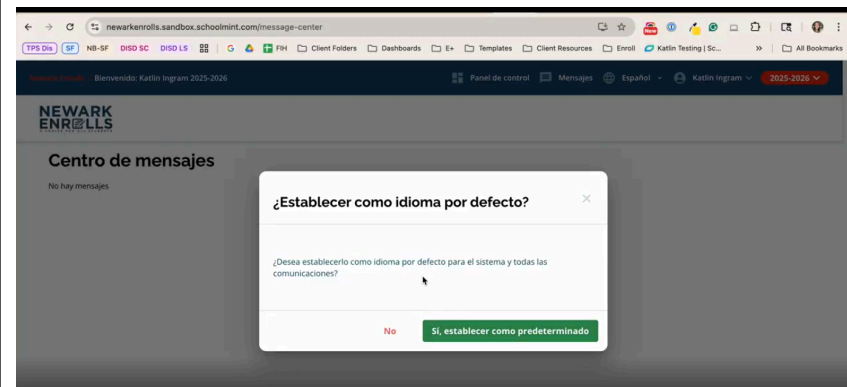
This will direct you to the SchoolMint log in page.



On the log in page, there are options to change the language to one of your preference. Use the world icon at the top right of the screen. Note: You will also have the opportunity to make this change after you log in.

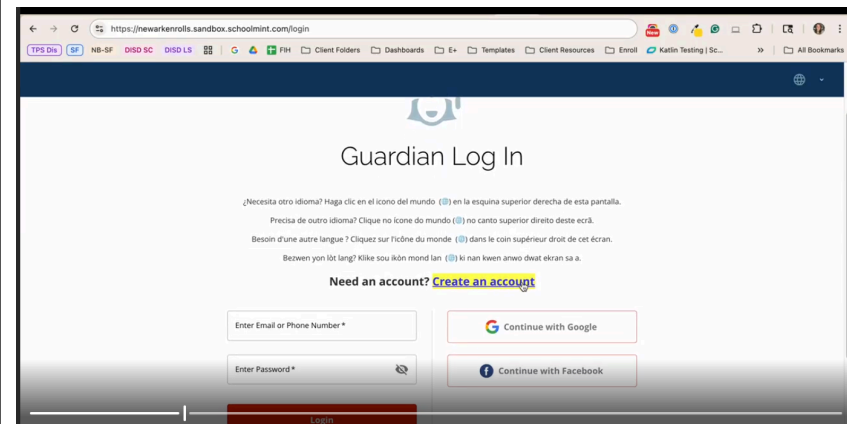


If you change the language from English, a pop-up screen will appear, asking you to confirm the new language you selected.

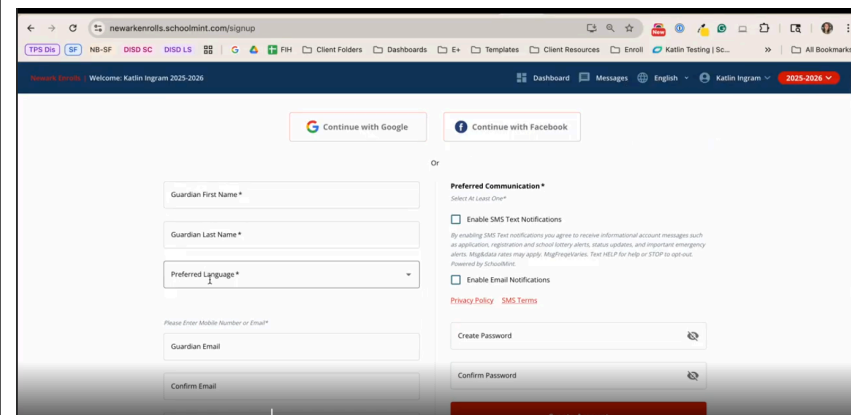


You have several options to create an account:

1. Click on the highlighted link entitled "create an account"
OR
2. Click on Continue with Google to link your new SchoolMint account to your Google account **OR**
3. Click on Continue with Facebook to link your new SchoolMint account to your Facebook account.
4. **If you already have a SchoolMint account and can't recall your password, click forgot password to reset your credentials and log in**

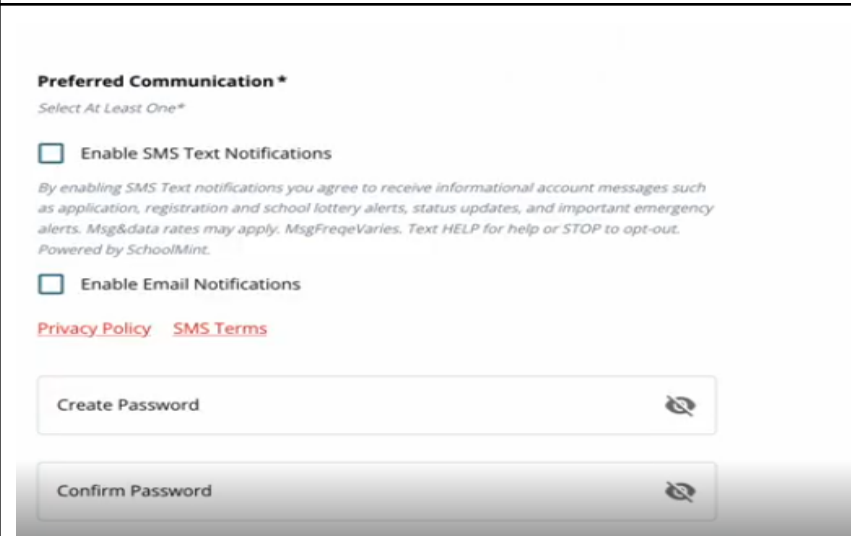


You will be asked some basic questions to finalize your account set up: your first and last name and your preferred language.



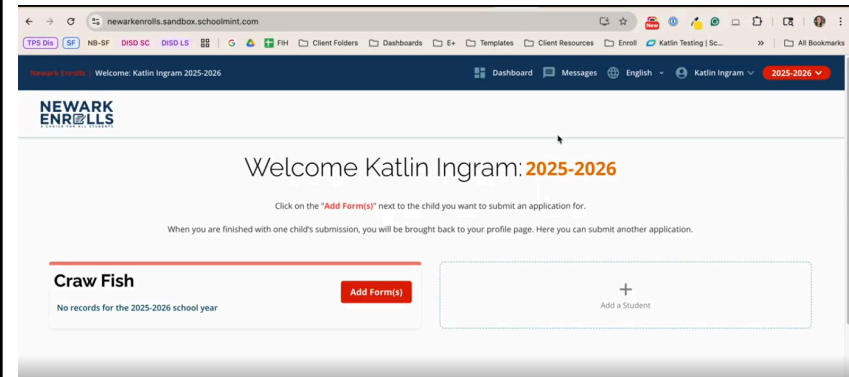
The screenshot shows the sign-up page for SchoolMint. At the top, there are navigation links for 'Dashboard', 'Messages', 'English', and 'Kaitlin Ingram'. Below this, there are two buttons: 'Continue with Google' and 'Continue with Facebook'. A separator 'Or' is followed by a form with the following fields: 'Guardian First Name *', 'Guardian Last Name *', 'Preferred Language *' (a dropdown menu), 'Please Enter Mobile Number or Email*', 'Guardian Email', and 'Confirm Email'. To the right of the form is the 'Preferred Communication *' section, which includes the instruction 'Select At Least One*', two checkboxes for 'Enable SMS Text Notifications' and 'Enable Email Notifications', and a small paragraph of text explaining the notification options. At the bottom of the form are 'Create Password' and 'Confirm Password' fields, each with a password strength indicator icon.

You will also click the two boxes under **Preferred Communications** to indicate that you want to receive text messages and emails to receive timely, important information regarding your child's registration.



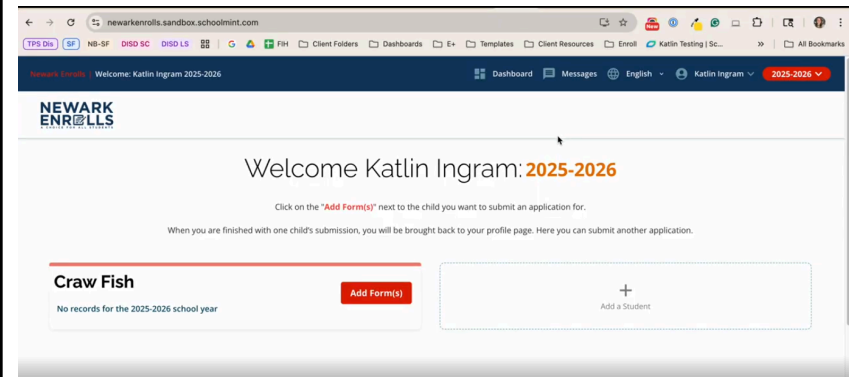
This is a close-up of the 'Preferred Communication *' section. It features the heading 'Preferred Communication *' and the instruction 'Select At Least One*'. There are two checkboxes: 'Enable SMS Text Notifications' and 'Enable Email Notifications'. Below the checkboxes is a paragraph of text: 'By enabling SMS Text notifications you agree to receive informational account messages such as application, registration and school lottery alerts, status updates, and important emergency alerts. Msg&data rates may apply. MsgFrequeVaries. Text HELP for help or STOP to opt-out. Powered by SchoolMint.' Below this text are two links: 'Privacy Policy' and 'SMS Terms'. At the bottom of the section are 'Create Password' and 'Confirm Password' fields, each with a password strength indicator icon.

Next, at the bottom right of the screen, click "**Create Account**," and you will be taken to the **Student Dashboard**.

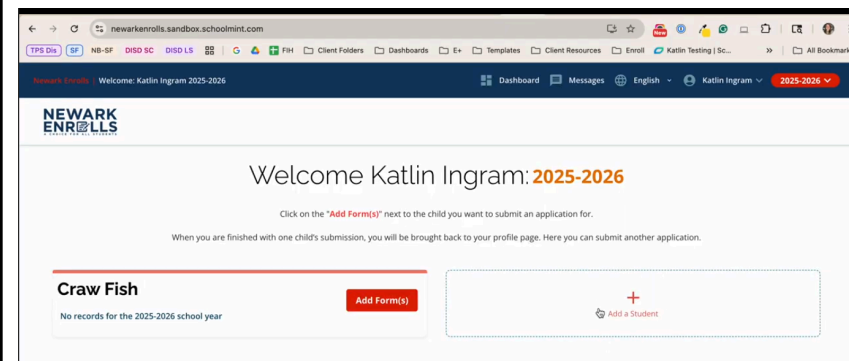


Most charter students have been added to the system. **If you see your child's name on your dashboard, click the red button next to their name, entitled 'Add Forms'.**

Then, select the 'Back to School' header to complete your child's charter/non-NBOE registration form.

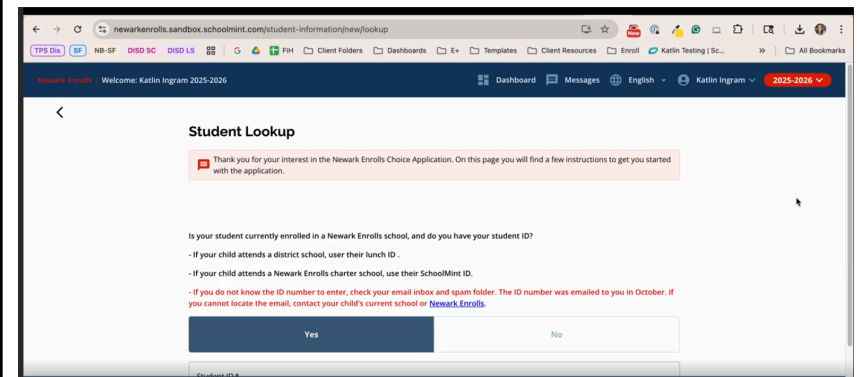


If you do not see a box with your child's name on your Student Dashboard, click on the box entitled **Add a Student** and complete the short form to look them up or enter their information.



Using your child's name, date of birth, and the ID number in the email sent to you, search for your child and link them to your account.

If you have trouble with this step, please contact npsrecords@nps.k12.nj.us and use the following **subject line: "Charter Registration."** You can also reach out to your charter school's enrollment point of contact to assist.

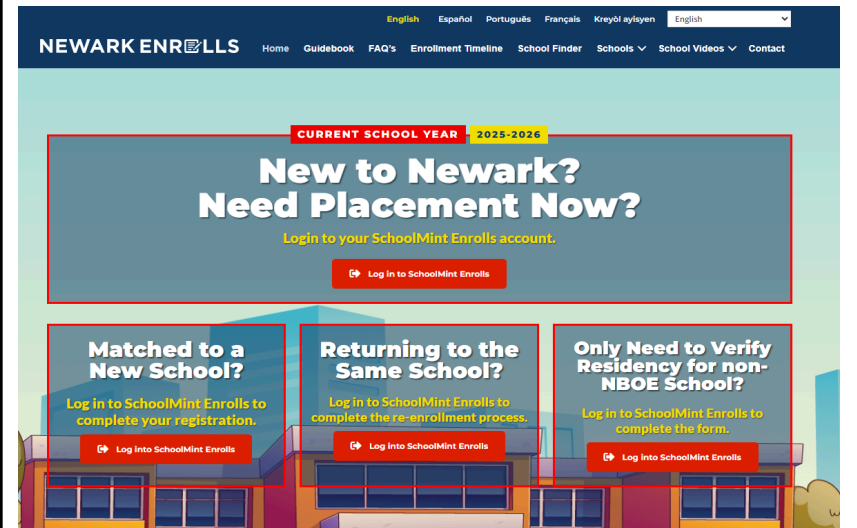


Next Steps For Existing Newark Enrolls SchoolMint Parent Account Holders

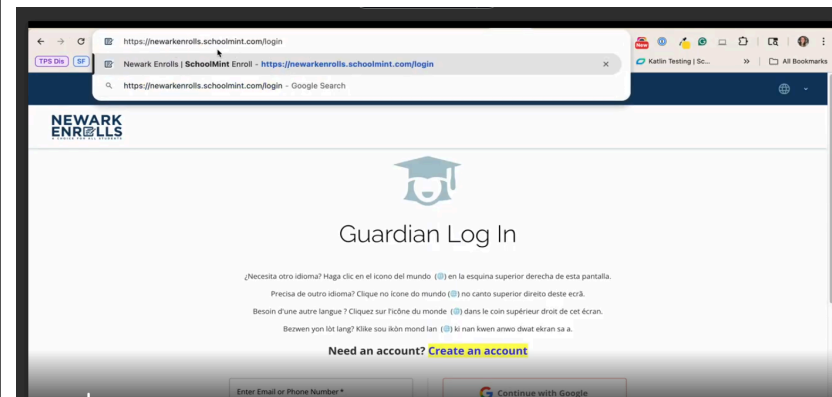
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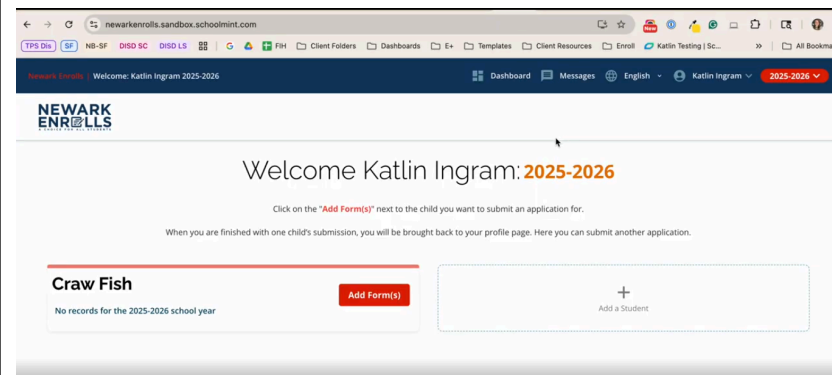
This will direct you to the SchoolMint log in page. Please log in using your existing SchoolMint credentials with **Newark Enrolls**.



Most charter students have been added to the system. **If you see your child's name on your dashboard, click the red button next to their name, entitled 'Add Forms'.**

If you previously applied to Newark Enrolls, you will need to select the red plus sign (+) next to your child's name to add more forms in order to see the non-NBOE Charter registration form that you need to complete.

If you do not see a box with your child's name on your Student Dashboard, click on the box entitled **Add a Student** and complete the short form to look them up or enter their information.



Select the 'Back to School' header - which is in the middle of the webpage - to complete your child's charter/non-NBOE registration form. (Do NOT complete any forms under New to District)

for the 2025-2026 School Year.

Select the **Back to School** link for students continuing in the same school.

Select the **Back to School** link for students who attend a **non-NBOE school** and you only need to verify their residency in Newark.

School Year 2025-2026

New to the District? Apply Here! ▾

Back to School ▲

Marion P. Thomas Charter School
Address: 125 Sussex Avenue, Newark
Grades: PreK3 to 12

Back to School

Once you select the Back to School Header, you will see the form you need to complete as a Charter School Parent. Please complete all required sections.

Dashboard Messages English

Charter Registration Packet: 2025-2026

1. Student Information
2. Parent/Guardian Information
3. Emergency Contacts
4. Housing Questionnaire
5. Lunch Status
6. Required Documents

Student Information 1/8

**Newark Board of Education
School Registration and Emergency Contact Form**

IMPORTANT PARENT INFORMATION:
Parents have the right to receive information or communicate with a staff member at their school or Board of Education (BOE) office in their language. If you or someone you know needs help, tell your school's principal or parent liaison to call the Newark BOE at (973) 733-7333 or email hello@nps.k12.nj.us.

Student SIS Local ID _____

If you have trouble with any of these steps, please contact npsrecords@nps.k12.nj.us and use the following **subject line: "Charter Registration."** You can also reach out to your charter school's enrollment point of contact to assist.