

Enrollment Frequently Asked Questions

Whom do I need to enter as a contact (Contact FAQ Section)

Any name which appears on the student's birth certificate. If you are not the person showing on the birth certificate, you will need to submit a Responsible Person Affidavit. Information may be found on the Student and Parent Services website.

Whom do I need to enter as additional contacts?

List anyone who is allowed to pick up the student on an emergency basis. For example, you student breaks an arm and you are unavailable. Who would you want to pick up the student?

Why do I need to show proof of residence? (Residency FAQ section)

Board policy requires all students to show proof of residence. Only those students who fall under the McKinney Vento Program are exempt from showing proof of residence.

Which items are acceptable for proof of residence? (Residency FAQ section)

We will accept a lease, rent receipt, and current utility bill (gas, water and electric). If you live in Fort Bliss housing you can go to the Housing Office and ask for a

We left our previous residence in a hurry. Most of our belongings are packed and unavailable right now. Can we still enroll our children?

Yes, we will allow 30 days for you to present the proper documents for everything except immunization records. If you are a Foster Care, Military, and Homeless student transferring into the District for the first time, you have thirty days in which to present the immunization records.

Can I enroll a student if I am a step-parent (Contact FAQ Section)

Yes, if you are approved by Student and Parent Services with the Step-Parent Affidavit. Both the step-parent and one of the parents listed on the Birth Certificate must approve the Step-Parent Affidavit. The Affidavit will allow you to make educational decisions, call in absences and be listed in the student's record as a step-parent.

When do I need a Responsible Person Affidavit? (Contact FAQ Section)

You must apply for a Responsible Person Affidavit when you are not listed on the Birth Certificate. A Non-Parent Agreement Form must be attached to the affidavit if you are the aunt, grandparent, uncle, and/or adult sibling. Otherwise, the parent must present a power of attorney. If you are unable to present either document, the affidavit must be notarized and an explanation provided to the campus administrator.

How can I delete my old address in the SOR system?

Add your new address and then remove the old address.

I am currently living in a hotel until my home purchase is finalized. Can I enroll?

Yes, if the hotel is not in our area, go online, submit the transfer request, and complete the registration process.

I attended EPISD two years ago, do I register as a brand new student.

No, the system will ask you if you are a returning student or a new student. Please select returning student.