



Instructions for New Student Registration Hopkins County Schools



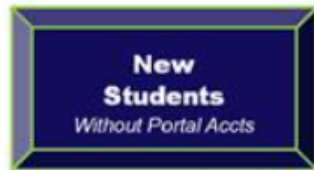
Welcome to Hopkins County Schools! We are excited to welcome your family to our district. We have implemented an Online Registration System to increase the accuracy of our data and to complete several of the required forms that are updated yearly.

Notes:

- *It is not recommended to use a mobile device to complete the Online Registration. Although the Online Registration will work with a mobile device, it may be hard to navigate.
- *If you do not have a parent portal account or have forgotten your user name or password, click here to make a request.
- *Make note of your application number in case you need to reference it later.
- *Parents/guardians will be asked to submit various documents during OLR. If you experience issues with this process, you may send the documents to the school email account or make an appointment to take them to the school.


*Steps:

1. Navigate to the Hopkins County Schools website – www.hopkins.kyschools.us
2. Click on **Departments, Pupil Personnel, Registration/Enrollment.**
3. Click on **New Student Registration**
4. Click on the **New Students without Portal Accounts link.**



5. Complete the Online Registration Login Form and click **Begin Registration**



Please complete the information below to BEGIN the registration process.	
Parent/Guardian First Name	<input type="text"/>
Parent/Guardian Last Name	<input type="text"/>
Registration Year	2020/2021 ▼ *
Parent/Guardian Email Address	<input type="text"/>
Verify Email Address	<input type="text"/>
Please check this box if any student being entered has attended a school in this district in the past.	<input type="checkbox"/>
Please type the letters you see displayed in the image below.	
<input type="checkbox"/> I'm not a robot 	
Begin Registration	

6. Check your email for the Login Link and then follow all of the prompts to complete registration

7. All information with a red asterisk (*) is required. Be sure to click on each section of the application. At the end, you will have the option to print your registration.
8. To finish, click **Submit** and you are done.

If you have any problems or questions in completing Online Registration, please call your child's school for assistance. School hours are limited during the summer; if you cannot reach someone at the school, call the Central Office at (270) 825-6000. You will receive an email notifying you about the status of your OLR application after it has been processed. Thank you for completing Online Registration.

Browning Springs Middle (270) 825-6006
Earlington Elementary (270) 825-6154
Grapevine Elementary (270) 825-6012
Hanson Elementary (270) 825-6158
Hopkins County Central High (270) 825-6133
James Madison Middle School (270) 825-6016
Jesse Stuart Elementary (270) 825-6033
Madisonville North Hopkins High (270) 825-6017
Pride Elementary (270) 825-6030
South Hopkins Middle (270) 825-6125
Southside Elementary (270) 825-6143
West Broadway Elementary (270) 825-6036
West Hopkins K-8 (270) 825-6130