

CASHION SCHOOLS ONLINE ENROLLMENT OPENS TODAY

ATTENTION CPS PARENTS/GUARDIANS

Our online enrollment portal is up and ready to access. We are excited about this new portal and know that it will make for an easier way to enter your child's information and link your children together without having to fill out multiple forms. We also know that new programs come with certain hiccups. Do not hesitate to email us with questions or concerns at enrollment@cashionps.org.

Very Important!!!!

Before you can enroll your child, you must have received an email with an invitation code and the link to the enrollment portal. If you did not receive this email, please let us know at enrollment@cashionps.org.

If you have more than one returning student, you will receive multiple emails with different invitation codes. The codes are student specific for security reasons.

Pdf documents with "how to" enrollment instructions will be attached to the email.

You may follow these steps to begin the online enrollment process.

RETURNING STUDENTS:

- **CREATE** a Parent/Guardian Account
- **CLICK ADD A STUDENT** and use the **INVITATION CODE** sent to the email CPS has on file. If you have multiple students, you will receive multiple emails with **CHILD SPECIFIC INVITATION CODE**.
- **CLICK ALL FORMS** - student should be orange – click student name to access online student information forms – fill out each section.
- **SAVE AND SUBMIT**

NEW STUDENTS TO CASHION, INCLUDING PK STUDENTS:

- **FOLLOW STEPS ABOVE**, but select **NEW STUDENT** to begin the enrollment process.
- **FILL OUT ALL SECTIONS**
- **UPLOAD** All documents required through our enrollment portal.

At a later date, additional forms, such as proof of residence, can be uploaded through the online enrollment portal.

ENROLLMENT QUESTIONS???

Contact us at
enrollment@cashionps.org