

Plainville, USD 270  
Returning K-12 Student Enrollment Process  
2022-2023



All forms for **RETURNING K-12** students must be completed through a PowerSchool Parent Account. (For preschool students and new students, see the Links for PK & New Student Enrollment.) If you have returning students and do not have a parent account, or need to have students added to your current account, please submit this Google Form to have one created or updated for you:  
[PowerSchool Parent Account Request](#)

If you think you may have a parent account, but have forgotten your login information, you can go to plainville.powerschool.com or the app and click “Forgot Username or Password”.

Enrollment forms are available on either the full website (plainville.powerschool.com) or the PowerSchool mobile app. If you do not have a device to complete the enrollment process, a Chromebook will be available for you to use at in-person enrollment on August 4 from 10:00 am - 6:00 pm in the Cardinal Gym.

**\*\*Even if you come up to pay fees in person, the online forms need to be submitted, whether you submit them at home or you sign in to PowerSchool and submit them during in-person enrollment.**

Sign in to your parent account by either going to plainville.powerschool.com or on the mobile app. The District Code for the mobile app is JNPS.

Website: You should see all of your students’ names on the top blue bar, with the first name being highlighted. Click on Forms, along the left of the window, and you will see the list of enrollment forms.

Mobile app: Your first student will show at the top, right of the Dashboard screen. At the bottom, select More - Forms.

Click on the link for each form.

The top two forms pull and update information directly to PowerSchool once you click Submit. The bottom three forms contain information and links to complete separate forms outside of PowerSchool.

For families with multiple students, you can navigate through the enrollment process by clicking the name of each one of your children. On the website, tabs are located in the top, left corner. On the mobile app, click the student’s name at the top to see a drop-down of other students.

The screenshot shows the PowerSchool Parent Account interface. On the left sidebar, the 'Forms' link is circled in red. The main content area displays a list of enrollment forms under the 'Enrollment' category. The forms listed are: 'K-6 STUDENT REGISTRATION FORM' (Empty), 'PARENT & EMERGENCY CONTACT INFO' (Empty, Last Entry: 07/22/2021 10:34:57 AM), 'Enrollment - Additional Info', 'CHANGES TO THE SCHOOL NUTRITION PROGRAM FOR SCHOOL YEAR 2022-2023' (Empty, Includes a link to the online Application for Free or Reduced Price School Meals), 'ONLINE FEE PAYMENT' (Empty, Includes a link to the online payment site. You may also pay by cash, check or credit card at in-person enrollment on August 4.), and 'ROOKS COUNTY HEALTH DEPT VACCINE FORMS' (Empty). At the bottom, a legend explains the status icons: a blue square for 'Form Empty', a green square for 'Form Approved / Populated', a yellow square for 'Form Not Approved', and a red square for 'Form Rejected'.