Highlands P-TECH/CS Onboarding Checklist

Welcome students and families! We are proud to welcome you to the Owl Nation. Please be sure to complete all steps below to prepare for your STEM adventures at Highlands P-TECH and Highlands Computer Science.

Questions? Contact Michelle Garcia: MBowman1@saisd.net / 210-438-6800 ext. 35072

Complete?	Item	Deadline
❏	Accept your offer on **Schoolmint** or by e-mailing/calling Ms. Garcia. CLICK HERE to log in to Schoolmint	ASAP - Seats offered until program is full (August 2021)
❏	Complete your **Highlands P-TECH/CS Course Card** to request your classes**.** CLICK HERE for the Course Card	March 2021
❏	*Aircraft Maintenance Students ONLY:* Meet with Ms. Garcia to review program requirements and schedule - e-mail or call to set up your appointment.	ASAP *Only 15 spots available - first come, first served!*
❏	**Create/log in to your Frontline Parent Portal account.** ● **Current SAISD Families:** CLICK HERE ● **New to SAISD:** CLICK HERE and Select 'Register New User'	March 2021
❏	**Log in to Frontline Parent Portal account and request Highlands P-TECH or Highlands Computer Science as your school.** 1. Click "Request Change of School" 2. Select Highlands P-TECH or Highlands Computer Science 3. *The approval will take 48 hours before you can log in again and continue with next steps* Instructions & videos - CLICK HERE	March 2021
❏	**Complete your registration through Frontline Parent Portal. Be sure to upload all documents!** *When you finish - you'll be sent back to start page. Look for a checkmark next to student name to know that you've submitted registration correctly.*	April 2021