



# Saint John the Evangelist Catholic School

111 John E. Mann Street, Warrenton, VA 20186

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Dear Parent/Guardians,

We are excited to announce online Enrollment for the upcoming school year! This process replaces the paper forms sent home at the beginning of each school year. Your Enrollment for Isabella Christian at Diocese of Arlington is now available online.

### **How do I get started?**

Visit [arlingtondiocese.powerschool.com](http://arlingtondiocese.powerschool.com) and log into the PowerSchool Parent Portal. From the Parent Portal:

1. Select the student you wish to register along the top.
2. Select the Enrollment icon on the left navigation pane.
3. Verify birth date of child.
4. Select Begin Forms

### **Do I have to answer all the questions?**

No, but some questions are marked "Required" and must be answered before you can submit your form.

### **What if I make a mistake?**

If you would like to make a change, select the underlined field or click "Prev" to return to a previous page.

### **I have completed the form, now what?**

When you have finished entering your information, select "Submit." This will send all the information you have entered to the school. If you cannot select this button, you will need to make sure that you have answered all required questions.

### **What if I have more than one student in the district? Do I need to do this for each child?**

Yes, because you will need to provide information that is specific for each child. We recommend that you submit one Enrollment and then start another – this will allow you to "snap over" shared family information, which will save you time.

### **Help! I am having technical difficulties.**

For technical support, contact the Office Manager or Technology Coordinator.

Thank you!

Saint John the Evangelist