



Coldwater Community Schools



Online Registration

*Online Registration is a convenient way to register all your “returning students” by verifying the information the school already has on file for your student(s) rather than filling out new forms each year with the same information. (**Registration documents are still available in the main office of your student’s school if you would prefer to fill out the documents instead.)*

1) To get started:

To use Coldwater Community School’s **Online Registration** Option – you must be a **Skyward - Parent Connect** user.

- To fill out a Skyward application – go to [www.coldwaterschools.org /Parent Info/Skyward Info](http://www.coldwaterschools.org/ParentInfo/SkywardInfo) to print off a Skyward application. You may then attach the completed form to an email and send to parent_connect@ccscards.org or drop off the form to the main office secretary at the building your child attends. You will be notified by email once your application information has been processed. This email will contain information regarding your Login name and a temporary password.
- To have your Password unlocked or reset, please email parent_connect@ccscards.org and request a **Password reset**.

2) Once you have a Skyward – Parent Connect Account:

- To sign in to Skyward – Parent Connect, go to [www.coldwaterschools.org /Parent Info/Skyward Login](http://www.coldwaterschools.org/ParentInfo/SkywardLogin) to access the Skyward Login page. (Or you may direct link to: <https://mar-sky3.calhounisd.org/scripts/wsisa.dll/WService=wsEAplusCR/skyportlogin.w>)

3) To Begin Online Registration for your Student:

- The first page you will see when you sign in is the “Family Access” page. You will see Online Registration links for each of your returning students. By clicking the link for your student, you will be able to complete the Online Registration process for your student(s).

An **Online Registration Step-by-Step tutorial is available on [www.coldwaterschools.org /Parent Info / Skyward Info / Online Registration](http://www.coldwaterschools.org/ParentInfo/SkywardInfo/OnlineRegistration). If you have any questions, please contact the main office of the school your student attends or email your question to: parent_connect@ccscards.org.