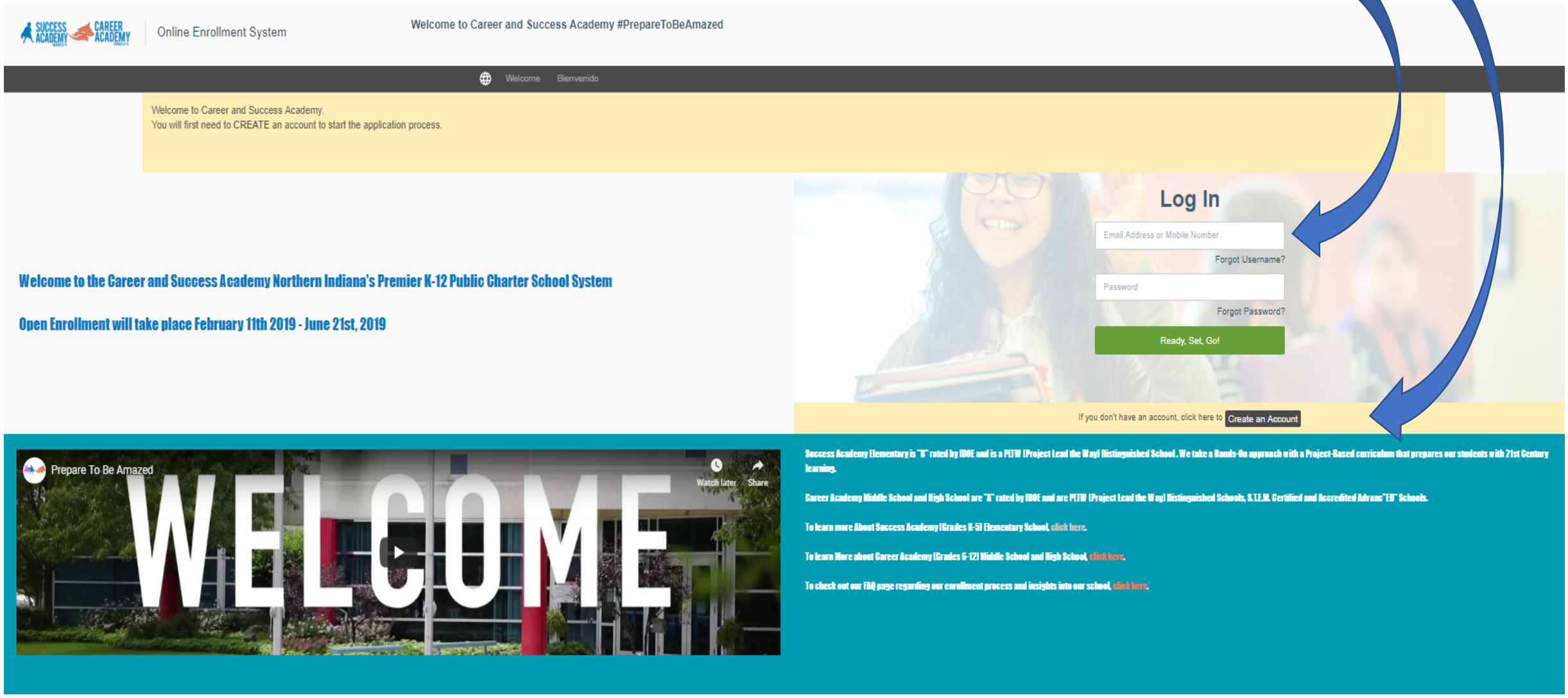
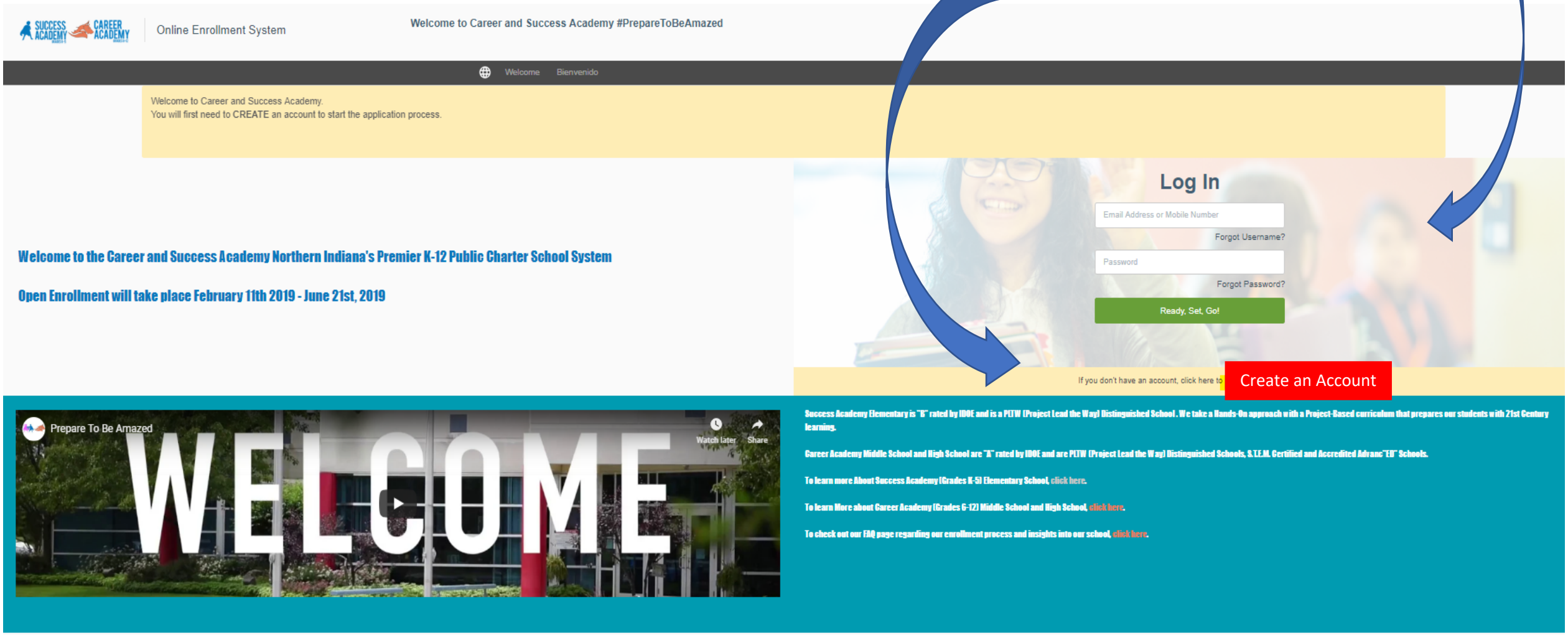
Log In or Create a SchoolMint Account to start the application process.

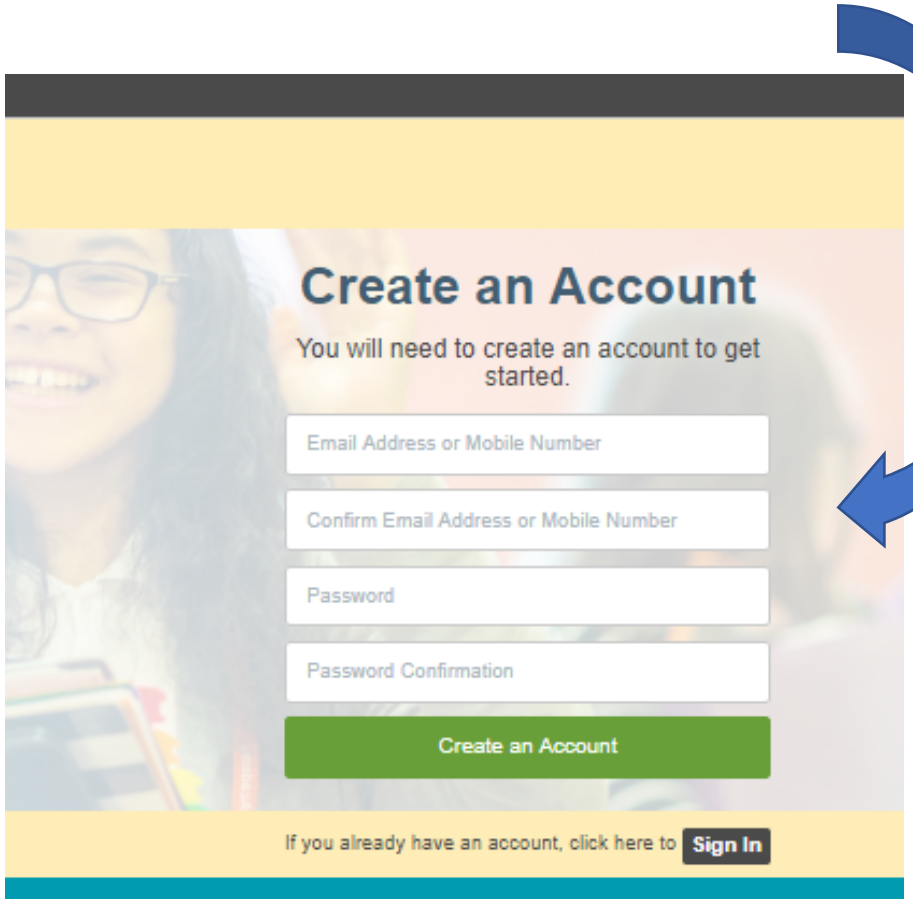


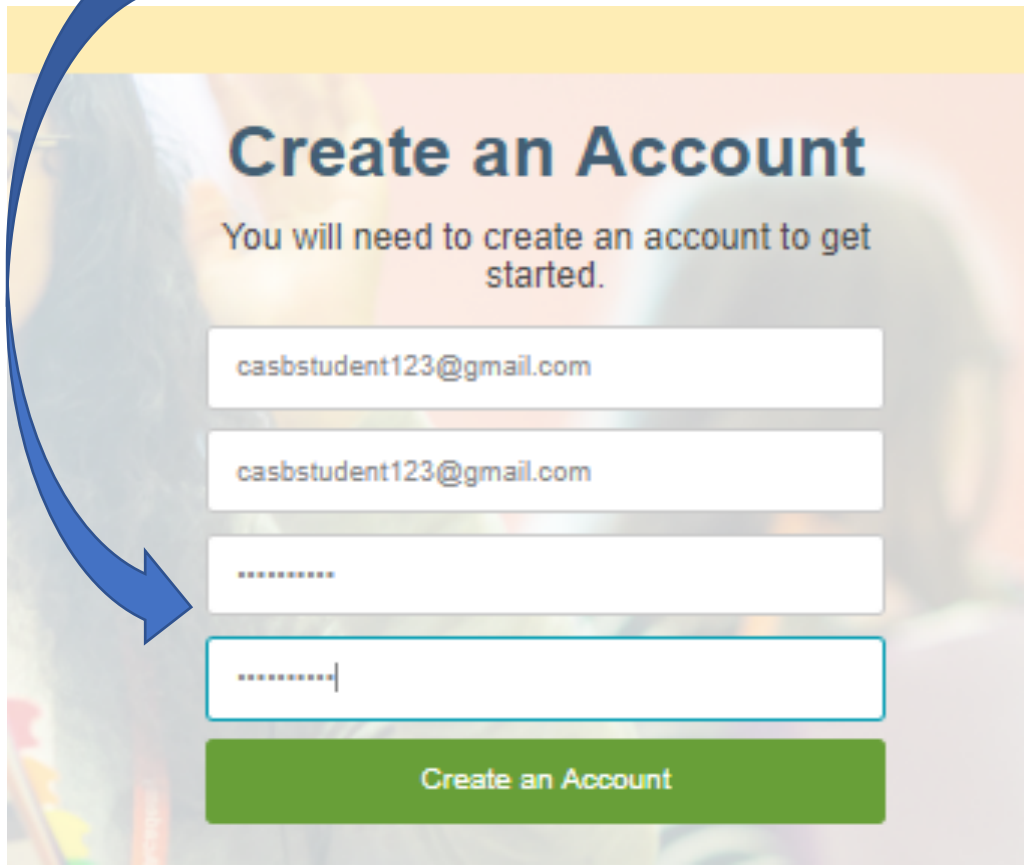
If you already created an account, Log In with your password and your email address or mobile number.

Create an account if needed.



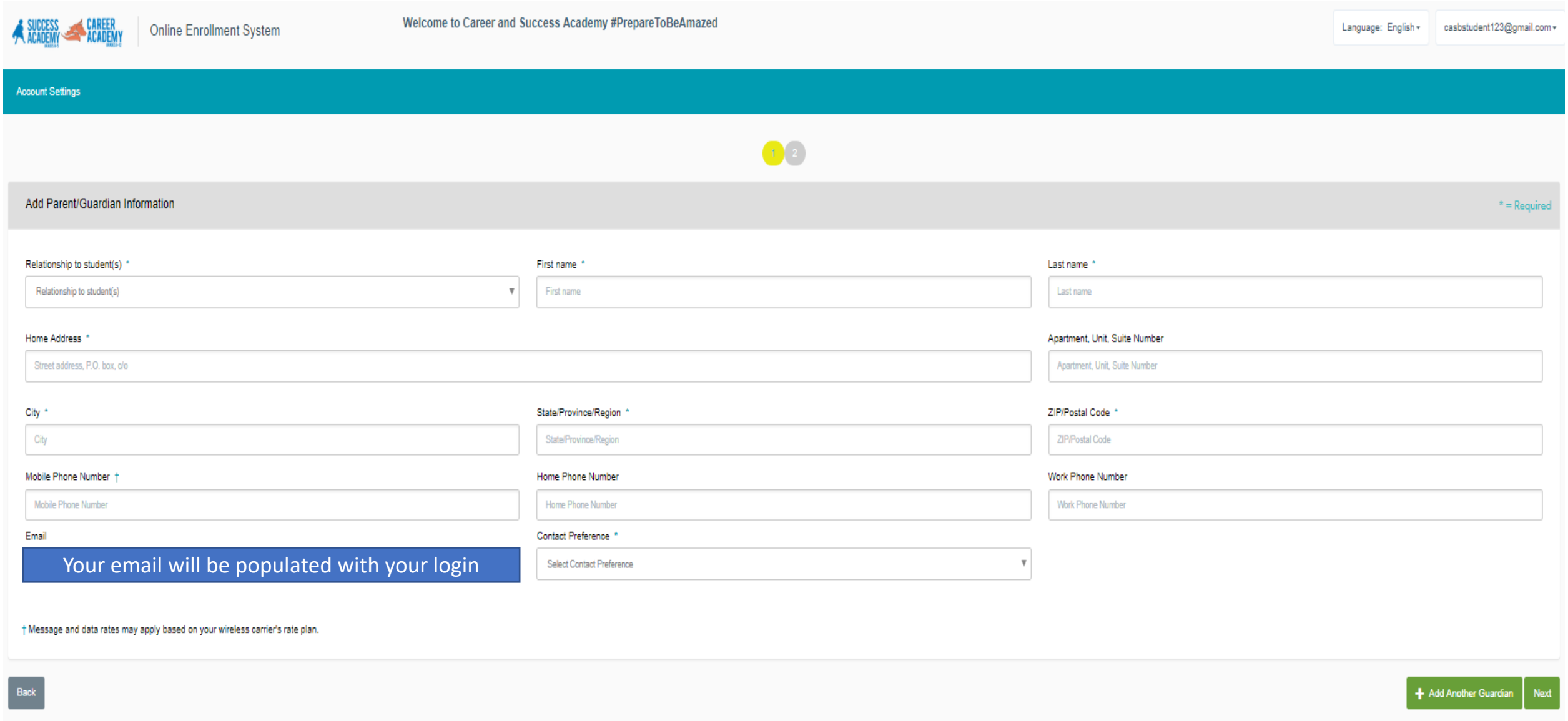
Enter your email address or mobile number to create your account.
Don’t forget to set your password!!



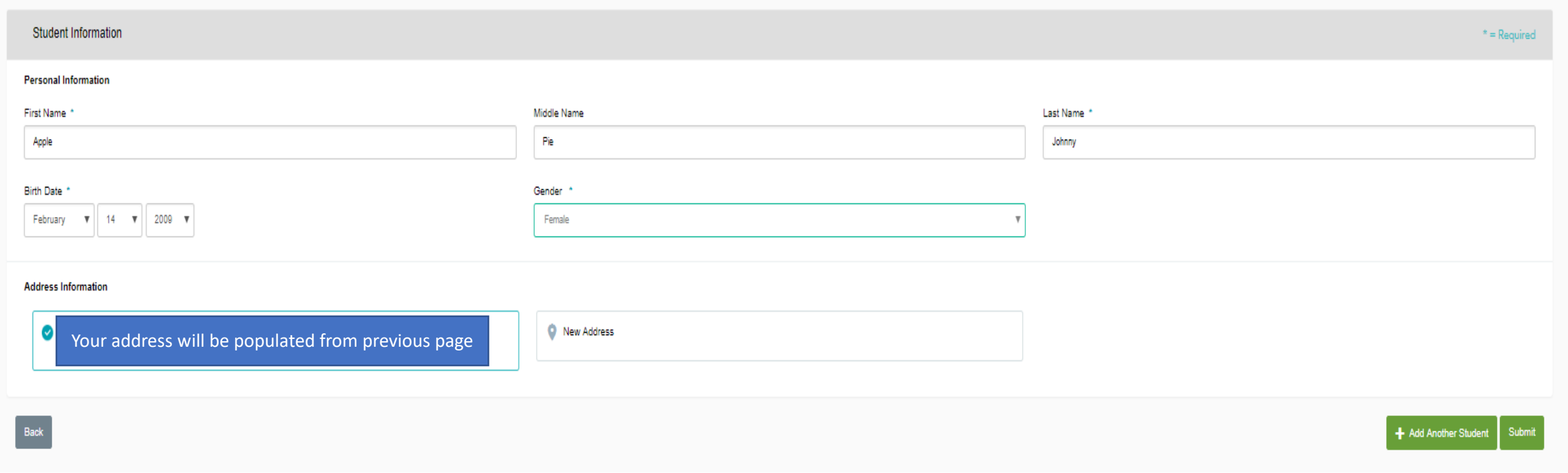


Please add all Parent/Guardian Information, make sure to enter all information marked with an asterisk "*"

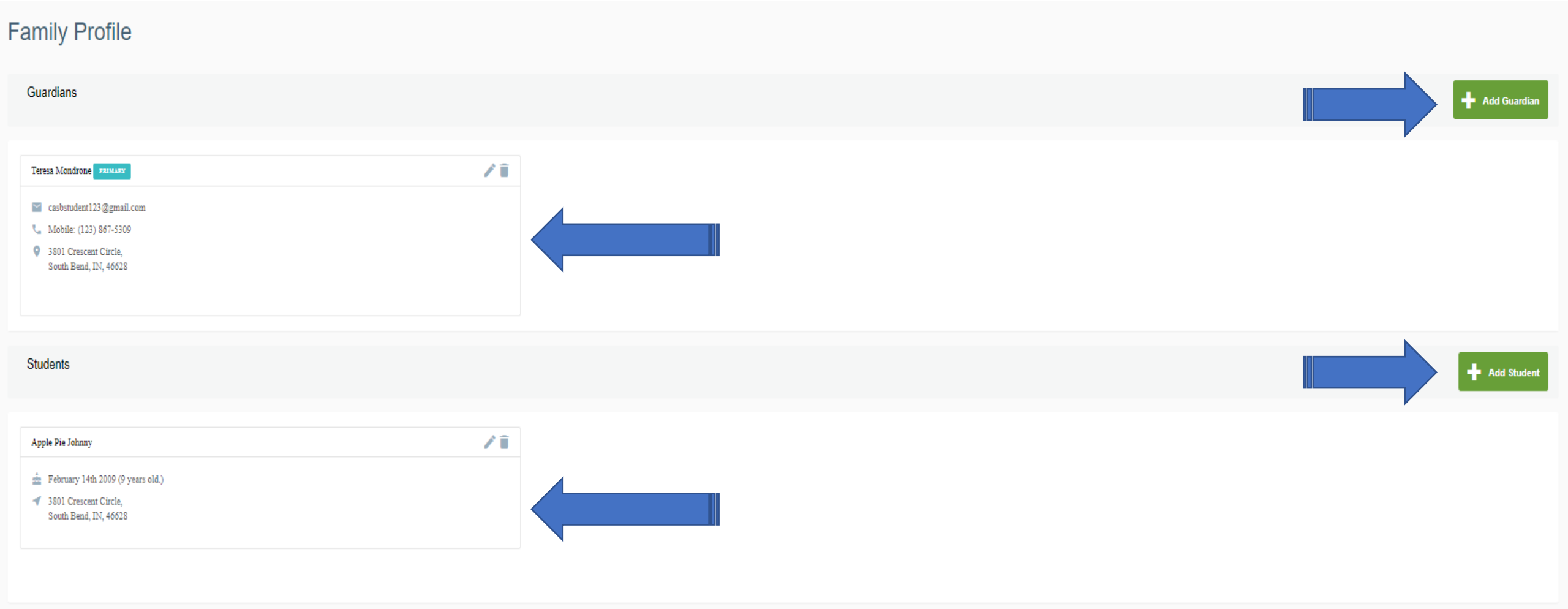
We will communicate with you via text message or email.



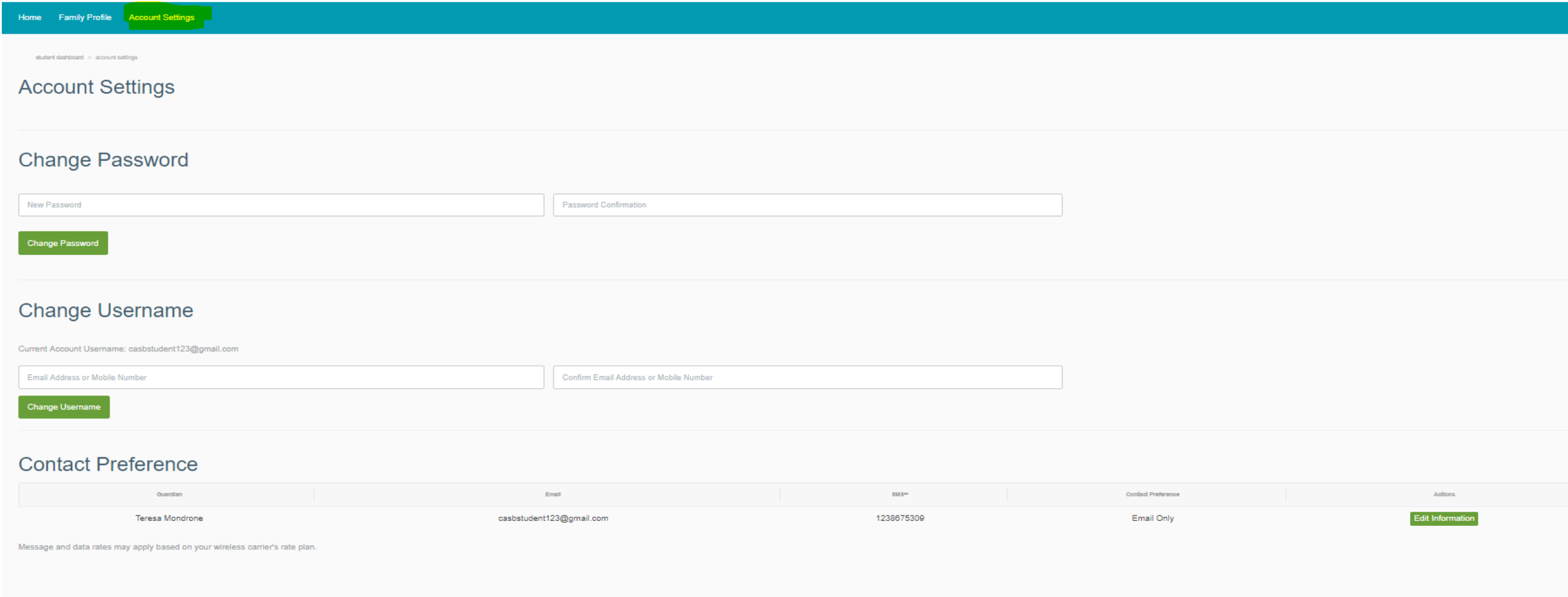
Please enter your student's information as it appears on the BIRTH CERTIFICATE. Do NOT enter nicknames as this will delay the processing of your application.



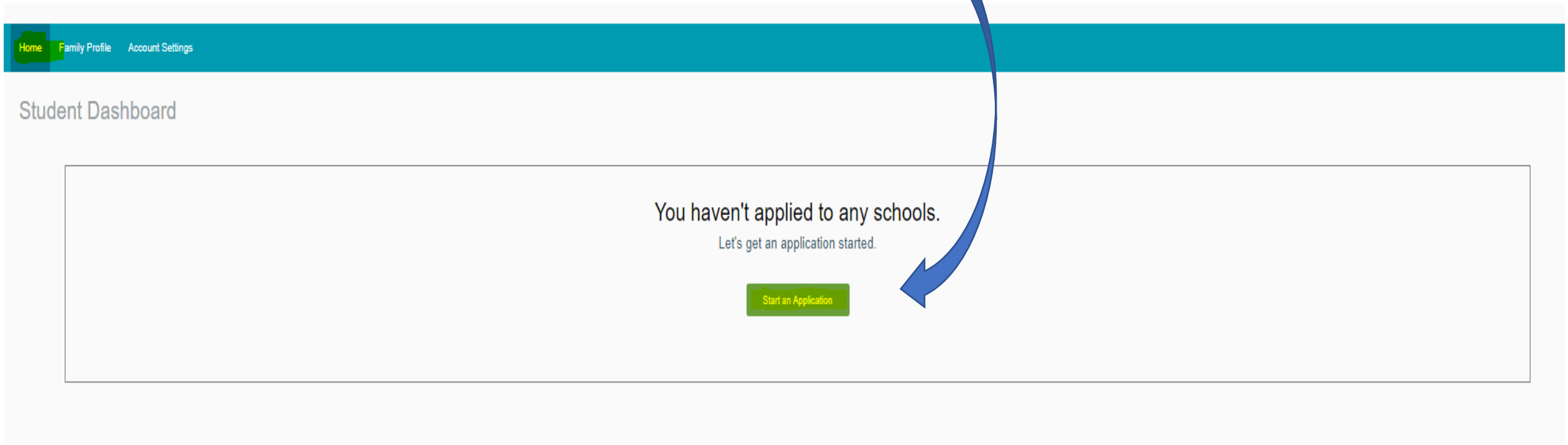
Please double check that all information is correct.
You can edit this information as well as ADD additional students and Guardians if needed.



You are almost there!
You can change your SchoolMint account settings and contact preferences here.
Make sure to keep track of your login and password, you will need this throughout the application process.



You are now ready to start the application process.
Click the GREEN button to “Start an Application”



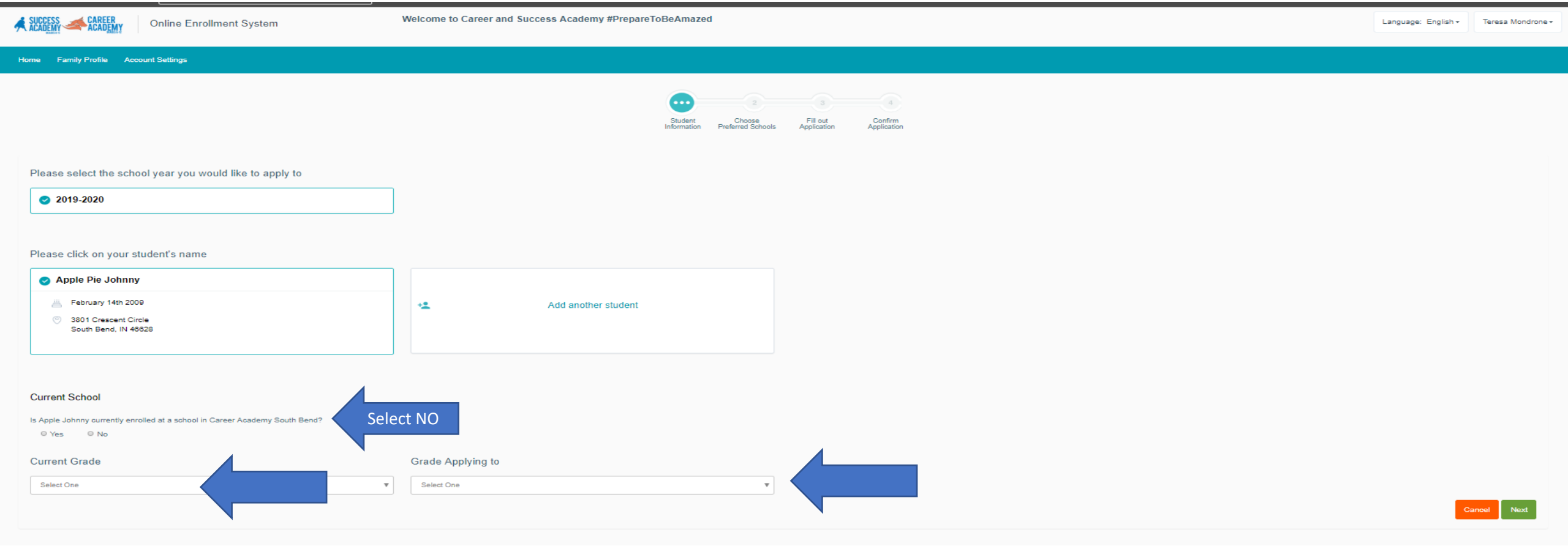
Starting the Application process:

-Select the current grade of your student.

-Select the grade your student is applying to.

For Example:

Current Grade: 6th grade; Grade applying to: 7th grade.

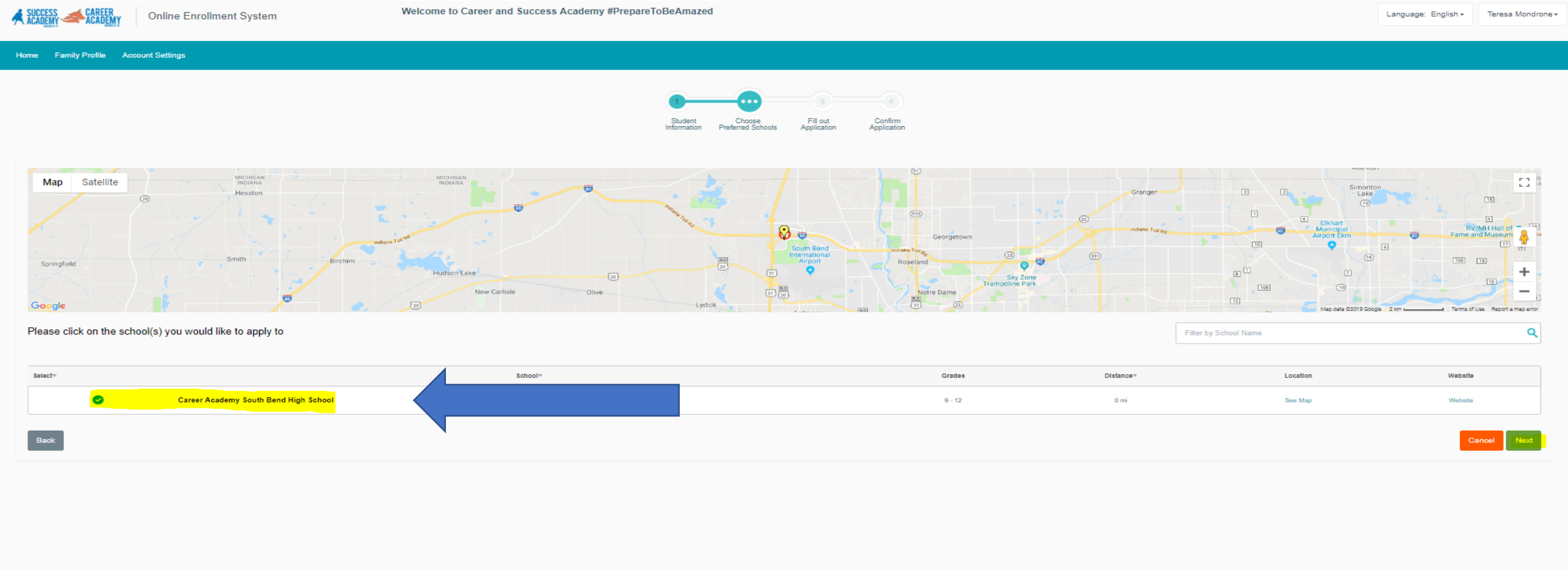


Choose your School:

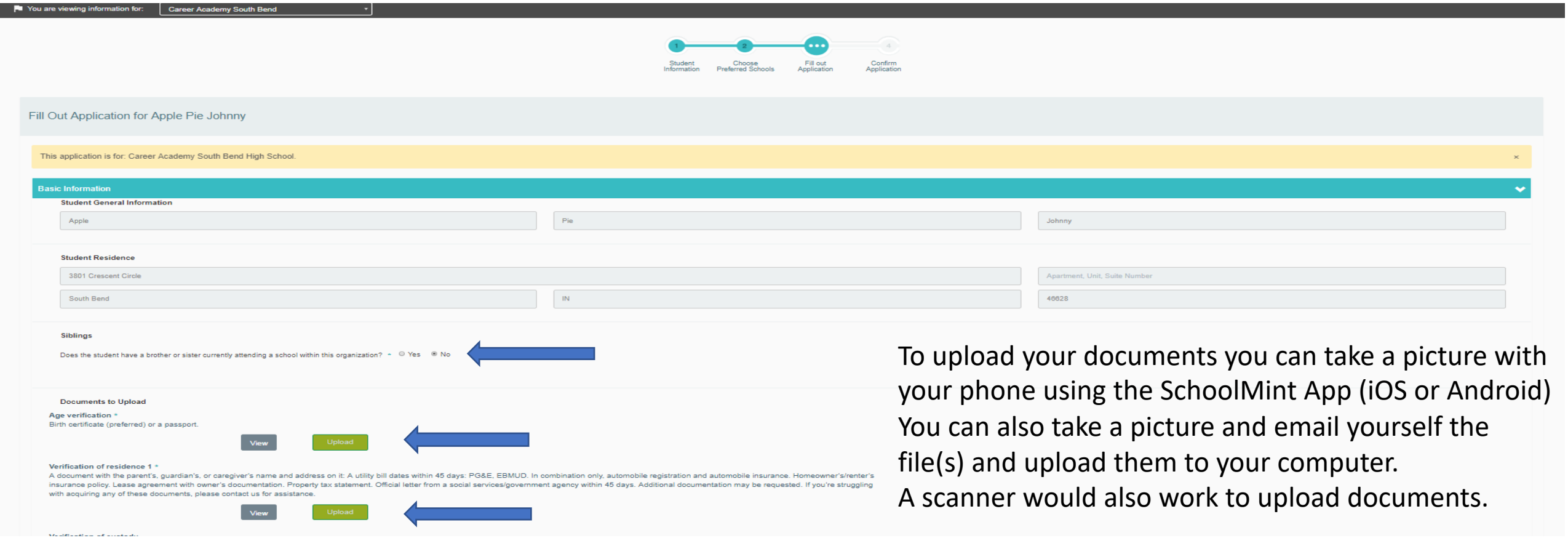
Success Academy Grades K-5

Career Academy Middle School Grades 6-8

Career Academy High School Grades 9-12



Provide BIRTH CERTIFICATE or PASSPORT and **upload**.
Provide VERIFICATION OF RESIDENCE (Utility bill, Bank Statement, Driver's License) and **upload**.
Please note if there are siblings applying.



To upload your documents you can take a picture with your phone using the SchoolMint App (iOS or Android)
You can also take a picture and email yourself the file(s) and upload them to your computer.
A scanner would also work to upload documents.

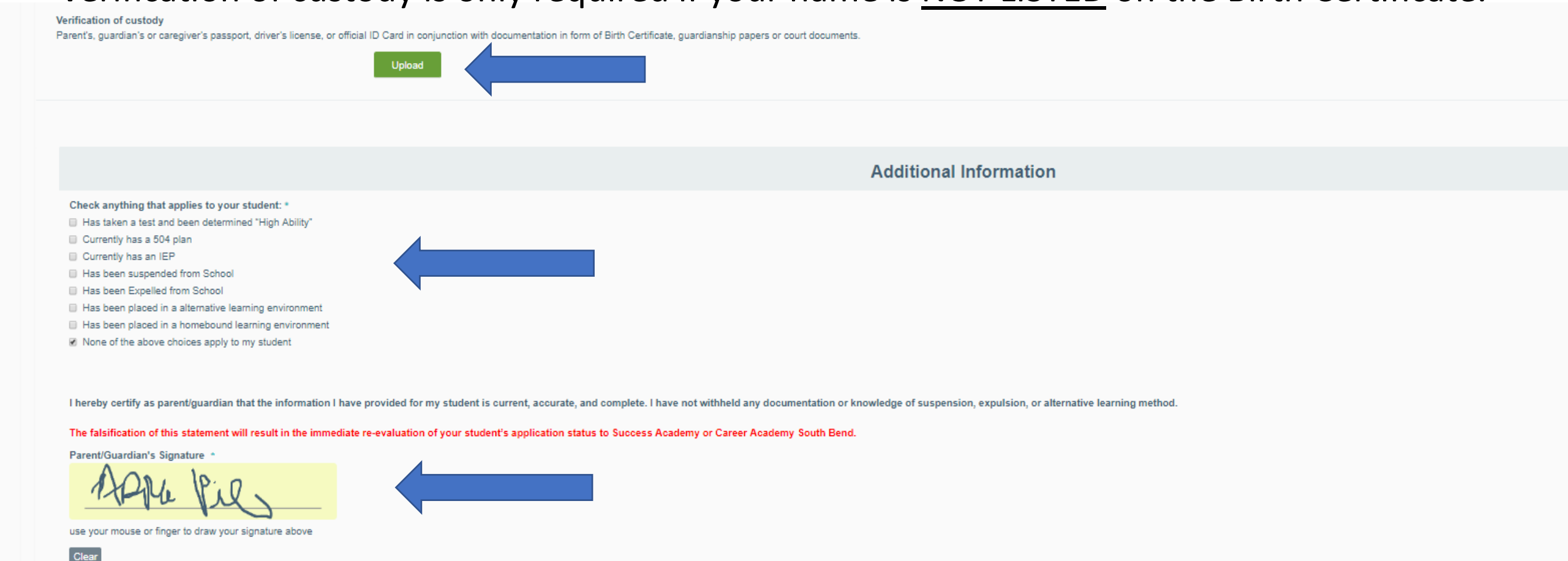
Upload verification of custody if applicable.*

Additional Information:

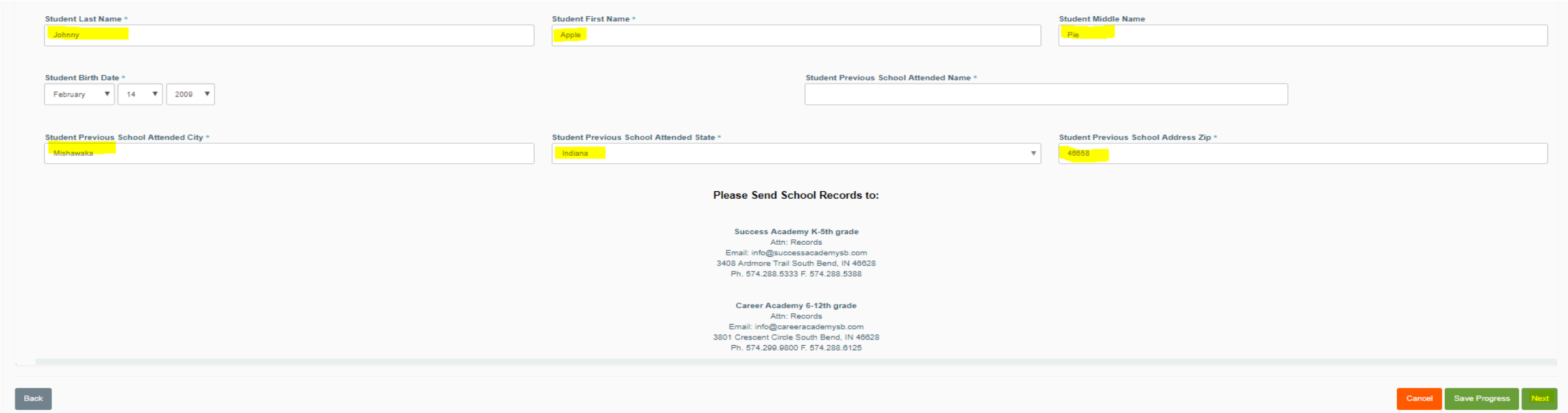
Check all areas that apply to your student.

Make sure to electronically sign the application under Parent/Guardian Signature.

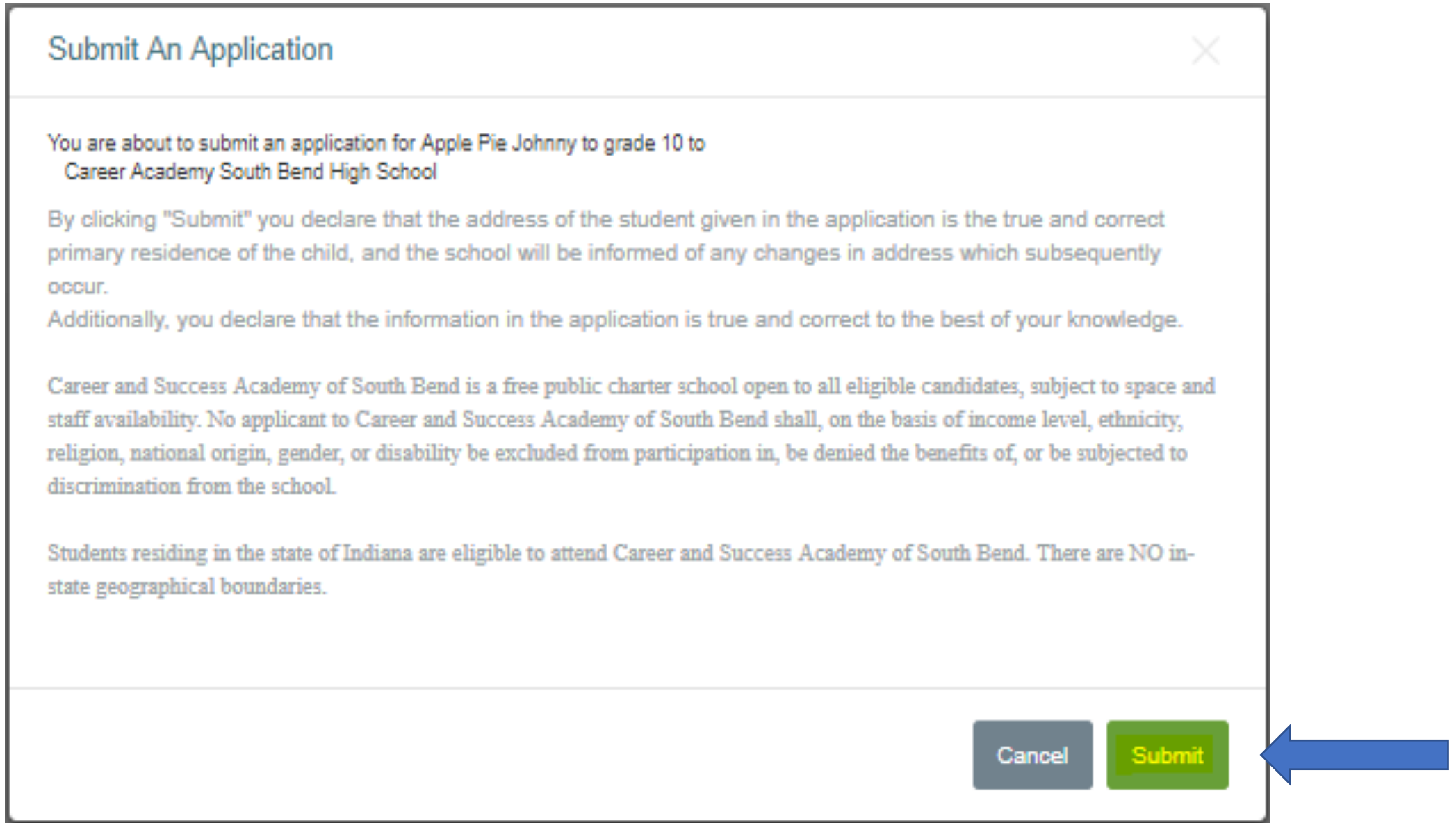
*Verification of custody is only required if your name is NOT LISTED on the Birth Certificate.



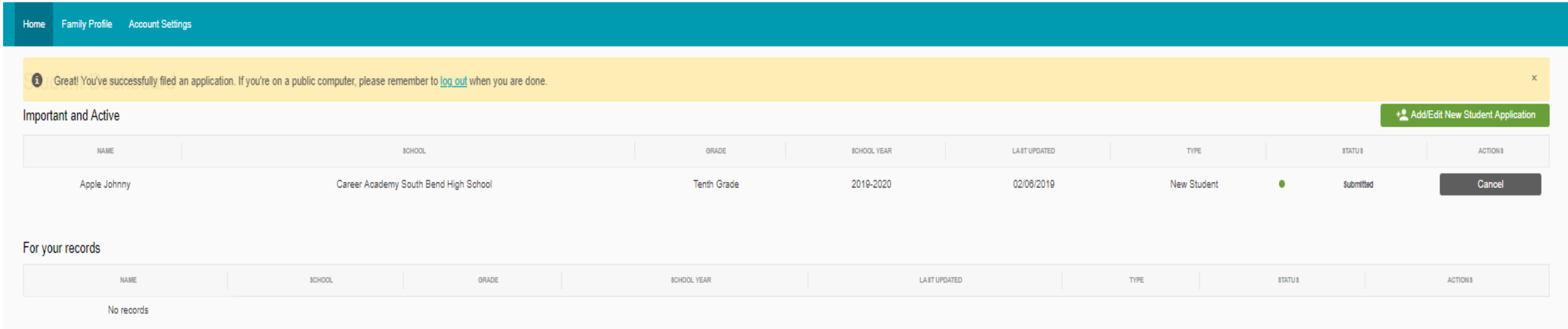
Enter the school where your student is currently enrolled,
with school's State and Zip Code.
Please make sure all information is correct and up-to-date.
Any misinformation could delay the application process.



Once you have checked that all information is correct, click SUBMIT.



Congratulations!

You have completed the application process. You will receive an email and/or text message that confirms your application for enrollment.

Your information will be verified by the CASB/SASB Enrollment team and presented to the building Principal for review.