



January 10, 2017

Parents and Guardians of prospective students:

Nevada Joint Union is implementing a new enrollment process for incoming students for the 2017-18 school year.

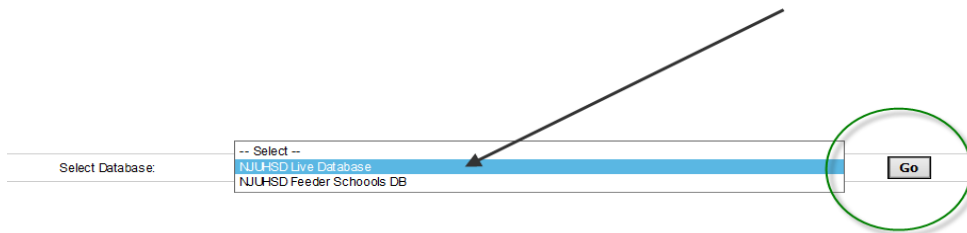
The process will begin on the District Web Page at www.njuhsd.com

Under the **Parents** tab you will see On Line Enrollment. Click here to get started!

To go directly to the On Line Enrollment screen: <http://njuenrollment.spihost.com>

Your first choice will be to choose the NJUHSD Live Database – then choose Go

ONLINE STUDENT ENROLLMENT



The next screen you see is the login page where you must create an account – as a new user. You create the user and assign your own password. **Please keep this login and password as we cannot retrieve it for you later. It will be used only for the purposes of enrolling and updating the enrollment forms for your student.**



First select a language...

Existing User Login

Select Language: -- Select --

Parent Login ID: *

Password: *

Login

[Register New Account](#)

[Forgot Password?](#)

As a first time user, you will Register for a New Account

A great deal of the information you input as you register your new account will auto-populate in subsequent screens. A red asterisk means that the field is required, and you cannot move forward unless that field is populated. **BE SURE TO SAVE EACH PAGE AS YOU GO THROUGH THE PROCESS.**

As you proceed through the process, you will see Tool Tips, or hints if you hover over a field with your mouse.

User Information

Preferred Language: *

First: *

Last: *

Phone: *

Login Information

Parent Login ID: *

Confirm Login ID: *

Parent Email Address: *

Password: *

Confirm Password: *

Address

Apartment:

House Number:

Street: *

City: *

State: *

Zip Code: *

The remaining screens will lead you through the Enrollment process smoothly. **Please remember to save each section as you go.** If you have any questions about the process, please don't hesitate to contact your school of choice registrar, or the Technology Help Desk at the numbers listed below.

Reminder: Your student's enrollment is not final until you receive a confirmation email from the registrar that they have accepted your completed enrollment. You will need to provide your school with all associated documents and a copy of your child's immunization record to complete your student's enrollment process.

Bear River High School	Karen Barker, Registrar	530-268-3700 ext 4038
Ghidotti High School	Kathy Stephensen, Registrar	530-274-5270
Nevada Union High School	Cynthia Smith, Registrar	530-273-4431 ext 2002
	Linda Melugin, Registrar	530-273-4431 ext 2010
North Point Academy	Jamie Danieli, Registrar	530-477-1225 ext 201
NU Tech	Kimala DeSena, Registrar	530-273-4431 ext 2058
Silver Springs High School	Karen Mead, Registrar	530-272-2635 ext 321
Nevada Joint Union Technology Help Desk	Help Desk	530-272-9998