![InfoSnap logo] **ONLINE REGISTRATION** ![InfoSnap logo]
HERE'S HOW!

Hanover schools will continue to use online enrollment for the upcoming year. This process replaces the use of paper forms. If you don't have access to a computer, help is available. Hanover Central Middle School will host an open use night of school computers for anyone wishing to register on August 3rd, from 1:00 to 3:00 p.m. and from 5:00 to 7:00 p.m..

New to Online Enrollment? How do I get started? Type this link into your browser: http:// www.hanover.k12.in.us/newstudent

Should I create an account? If you have never completed online enrollment using InfoSnap, our online enrollment tool, you should create an account. Doing so allows you to securely save your work and return to the enrollment form at a later time. Using your email address or cell phone number as your user ID is an easy way to ensure you have ready access to your account.

Steps to success with Infosnap If you already have an account, you can sign in and complete the form. You should use the same account to complete forms for multiple students.

Do I have to answer all of the questions? Questions marked with a red asterisk (*) are required.

What if I make a mistake? If you would like to make a change, click on the underlined field or click "Prev" to return to a previous page.

I've completed the form, now what? After you have finished entering your information, click "Submit." This will send all of the information you have entered to your child's school. If the 'Submit' feature does not respond, please re-visit fields highlighted with text indicating "Required."

What if I have more than one student in the district? You will need to complete a separate enrollment for each child because the information you provide is specific to each child. We recommend that you submit one enrollment and then start another. This will allow you to copy shared family information, saving time and ensuring accurate information is transmitted.

Returning students: Returning students can be registered by logging into the Power School Parent account https://hcps.hanover.k12.in.us/public/home.html and using the Infosnap Returning Student Enrollment link found in the Navigation menu. Some returning student data will already appear on the form. Please review this data for accuracy and make any necessary changes.

Questions?
(219) 374-3500
or email us at
registrar@hanover.k12.in.us