

2023/2024 Registration:

1. Please use the following link to complete registration:

<https://connect.edsembli.com/AB/PALLSD/AWS/Portal/Online/StudentRegistration>



2. Either enter your login (from last year) or Create an Account



3. Select Jennie Emery Elementary School from the drop down menu.

The screenshot shows the top of a web form titled "Palliser School Division - Forms" with the name "Odenbach, Nicole" below it. On the left, there is a placeholder for a logo. Below the header, there is a "School:" label followed by a dropdown menu. The dropdown menu is open, displaying a list of schools. "Jennie Emery Elementary School" is highlighted in blue. Other schools in the list include Coalhurst High School, County Central High School, Dorothy Dalglish School, Gold Ridge Colony School, Heritage Christian Academy, Hofmann Colony School, Horizon Leadership Academy, Huntsville School, John Davidson School, Kate Andrews High School, Keho Lake Colony School, Menno Simons Christian School, Mialta Colony School, Milo School, National Sport School, New Dale Colony School, Noble Central School, Palliser Beyond Borders, and Palliser Home Education School.

4. Select the appropriate type of registration. It is VERY IMPORTANT to select the correct school year and NEW or RETURNING student.

The screenshot shows the same web form as above, but with the "School:" dropdown menu set to "Jennie Emery Elementary School". Below the dropdown, there are four registration options, each in a light blue box with an "Open" button at the bottom right. The second and fourth options are highlighted with a yellow border. The options are: 1. "Palliser Regional Division No. 26 (New Students 2022/2023) New Student Registration"; 2. "Palliser Regional Division No. 26 (New Students 2023/2024) New Student Registration"; 3. "Palliser Regional Division No. 26 (Returning Students 2022-2023) Returning Student Registration"; 4. "Palliser Regional Division No. 26 (Returning Students 2023/2024) Returning Student Registration".

5. Fill out the registration form, please ensure all information is correct and up to date. Please read through all of the FOIP (Freedom of Information Policy) information carefully. Note: you will need to scroll all the way to the bottom to be able to enter ALL information, it is not just this section shown.
6. Once all information is correctly entered, hit SUBMIT (at the top of the screen).

The screenshot shows a web browser window with the following elements:

- Page Header:** Palliser School Division - Forms, Odenbach, Nicole. A Logout button is in the top right.
- Navigation:** Back, Clear, and Submit buttons are located at the top of the form area. The Submit button is highlighted with a yellow box.
- Title:** Palliser Regional Division No. 26 (Returning Students 2023/2024)
- Right Side:** Jennie Emery Elementary School, 1101-20 Avenue, Coaldale AB T1M 1N9, 1-403-345-2403.
- Section 1: Palliser Regional Division No. 26 Re-Registration 2023/2024**
 - Student Information:**
 - Enrolling Grade: 2 (dropdown), Enrolling School: Jennie Emery Elementary School (dropdown), ASN: (text field)
 - Legal First Name, Legal Middle Name(s), Legal Last Name, Suffix: (text fields), Check here if the legal name is the student's preferred name for the school to use: (checkbox)
 - AKA (Commonly Known As) Given Name, AKA (Commonly Known As) Surname: (text fields), Check here if the AKA name is the student's preferred name for the school to use: (checkbox)
 - Gender: (dropdown), Date of Birth: (text field), Student (Home) Email Address: (text field)
 - Home/Residential Information:**
 - Home Phone: (text field), Is the student's residential address considered rural or in-town?: (checkbox)
 - Student's Physical/Residential Address:
 - Street Address, City/Town, Province: (dropdown), Postal Code: (text field), Do you need to modify this address?: (checkbox)
 - If you have a RURAL address, please provide your "blue sign" or "911 Emergency Services" address below:
 - Blue Sign/911 Emergency Services Address: (text field), Is your resident address different than your mailing address?: (checkbox)
 - Mailing Address: (text field)

If you are registering your child for Pre-School, please select the "PSN" code in the grade level drop down box.

*A copy of your child's birth certificate/proof of citizenship is required for registration

Please contact the school office at 403-345-2403 for any questions.