

# Skiatook Public Schools

## Existing Student Annual Enrollment



To the Parent/Guardian of Skiatook Public Schools Students,

It is time to complete the Existing Student Annual Enrollment process for students returning in the 2022-23 school year. The process will take place in Wengage. Wengage is where you currently check your student grades and pay your lunch room account. The timeline for the Existing Student Annual Enrollment varies at each school site during the spring semester. Regardless of when the process starts, **all students need to complete the Existing Student Annual Enrollment by the end of the school year.**

To begin your child's Existing Student Annual Enrollment login to your Wengage account at: <https://ok.wengage.com/Skiatook>. If you do not have your login information please contact your school site's secretary.


- Click on the Student Records Portal icon.
- A screenshot of the Existing Student Annual Enrollment landing page is below.
  - Click on the **Enroll Student – 2022-23** link.
  - If you need to change the primary guardian please contact your school site.



Student Records Portal  
marmstrong

Resources  
[Training Videos](#) | [MAS Announcements](#)

Select a task for a Student below or  
[Add New Student](#)

 **ARMSTRONG, JILLIAN ID: 000321**  
Site: MAS Elementary School  
Grade: 01 (Enrolled)  
Year: 2019-2020

[Enroll Student](#)

**Click Here for Existing Student Annual Enrollment**

- During the Existing Student Annual Enrollment process you will complete three steps: Step 1 – Demographics, Step 2 – Relations, and Step 3 – Documents.
  - Step 1 – Demographics & Step 2 - Relations: Verify that all information is correct for your student. You can correct any incorrect information. The primary guardian must be listed as Contact #1. Click the **Save and Continue to Next Step** link to progress from Step 1 to Step 2.
  - Step 3 – Documents: Click on the Step 3 tab to start the final phase of Existing Student Annual Enrollment.
    - Document Upload: Please upload all documents that are listed as **required** if they pertain to your student.
    - eForms: Please complete all eForms that are listed as **required**. Once the form is complete you will need to click the green check mark to continue to the next form.

Student Records Portal  
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ARMSTRONG, JILLIAN ID: 000321

[Submit To Site](#) [Change](#) [Back To Students](#)

Step 1 Demographics Step 2 Relations Step 3 Documents

Complete the information below and click Save and Continue to Step 2.

[Save and Continue To Step 2](#)

- When Steps 1 through 3 are completed, finish the Existing Student Annual Enrollment process by clicking on **Submit to Site**.

For a step by step tutorial of the Existing Student Annual Enrollment process please visit [www.skiatookschools.org](http://www.skiatookschools.org) on the Parents/Existing Student Annual Enrollment tab.