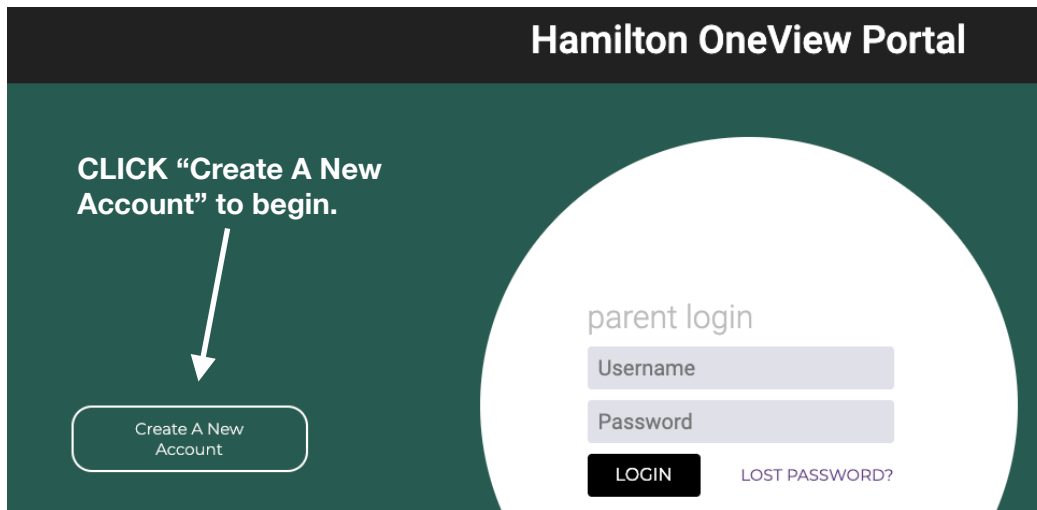


HOW TO ENROLL A NEW STUDENT:

1. Go to <https://hamilton.esvportal.com> to create your new OneView Account.
2. Click on the “Create A New Account” button located on the left side of the page.



3. Below is what the account registration page looks like. You will need to complete the items that are in bold. **Please use your real first and last name as it appears on your ID. Use your primary email address when setting up your account.** *Your email address is your username when you log into the OneView Parent Portal in the future.*

4. Create your own...

– Choose Registration Status

– Create Password

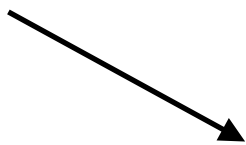
– Password Q & A

– 4-digit PIN Code

Click the “Register and Begin” Button

Personal Information	
Your First Name:	<input type="text"/>
Your Last Name:	<input type="text"/>
Your Email Address:	<input type="text"/>
Alternate Email:	<input type="text"/> (If provided, we will copy this email on all messages)
Contact Phone:	<input type="text"/> (If provided, we can use to speak with you if needed)
Your Registration Status:	<input type="text" value="Please Select..."/>
Account Access Information	
Parent Username:	<input type="text"/> (Created from email address)
Parent Password:	<input type="text"/> (Known only to you - do not share)
Confirm Password:	<input type="text"/>
Forgot Password Question:	<input type="text"/> (Used to verify your identity if needed)
Forgot Password Answer:	<input type="text"/>
PIN Code:	<input type="text"/> (Please provide a pin code for additional security)
<input type="button" value="Register & Begin"/> <input type="button" value="Go Back"/>	

5. CLICK ON
“ENROLL A NEW
STUDENT”



Enroll A Student At Hamilton Local Schools

You may use this area to create a new online enrollment form application for a NE that the application process requests a great deal of information from you. You m school district. Come back to this page to check the status of your new enrollmen

Click the blue button below to begin

ENROLL A NEW STUDENT

Existing Student Enrollments

6. Follow all of the instructions as you complete the online forms.

7. Once you complete and submit all of the required online forms, call our Student Registration Office at 614-491-8044 ext. 1239 to schedule an appointment to finalize the registration process.

Documents that you will need to bring with you to your registration appointment:

- Copy of Birth Certificate
 - *Your child will need to be five years old by September 30 of this year to register for kindergarten.*
- Social Security Card
- Proof of Residency - You will need to bring one utility bill **AND** a mortgage coupon or lease agreement
- Custody Papers, if applicable
- Immunization Records
- Copy of student’s IEP & ETR or 504, if applicable
- Photo I.D. for the parent/guardian

THANK YOU!

We hope you had a good experience with our new OneView Online Portal for registration and student information. Thank you for working with us to make this transition from paper to online successful.

We couldn’t do it without your support and participation.

— Hamilton Local School District