

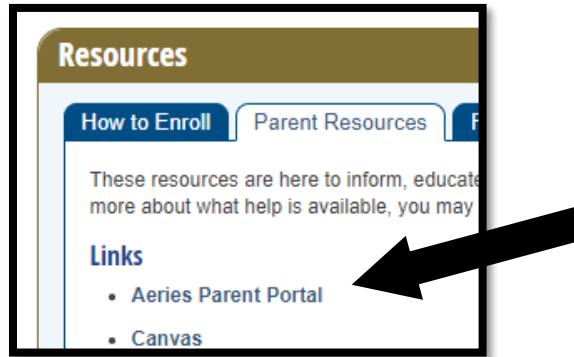
Re-enrollment Instructions

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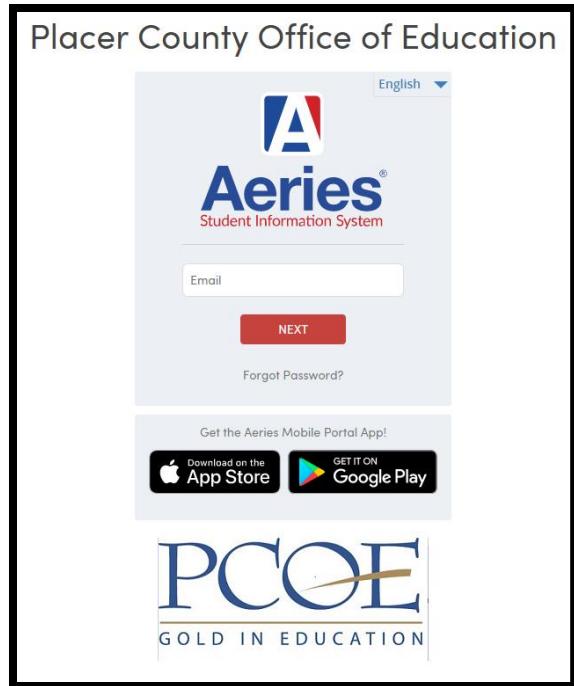
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How to Complete Re-enrollment

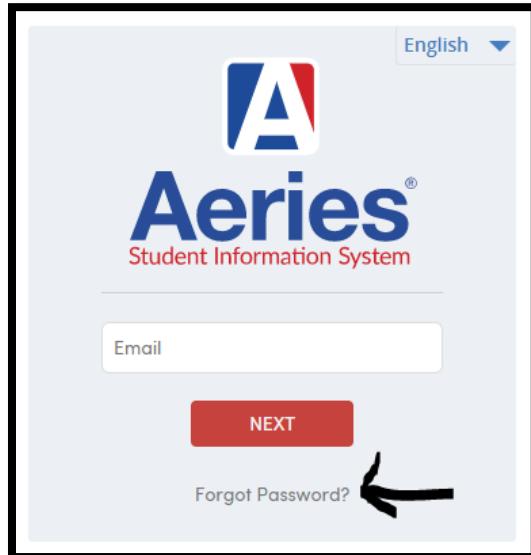
1. **FIRST-TIME USERS:** Parent Portal accounts are automatically created when your student is enrolled with us.
2. Go to our website (www.ilearnacademy.info)
3. Under the section **Resources**, click on the tab **Parent Resources**, and click on **Aeries Parent Portal**



4. Login in using your email address. Make sure the page is showing *Placer County Office of Education* at the top.



5. If you forgot your password, click on the **Forgot Password?** link



6. Find the box at the top of the screen and click on the link **Click Here**.

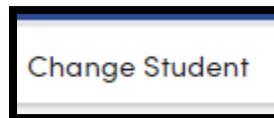
You have not yet completed the Student Data Confirmation Process.
[Click Here](#) to confirm the information about your student.

7. Follow the steps and confirm all the information.

8. Make sure you complete all of the sections!
9. You will receive a thank you message once you have completed all of the sections.

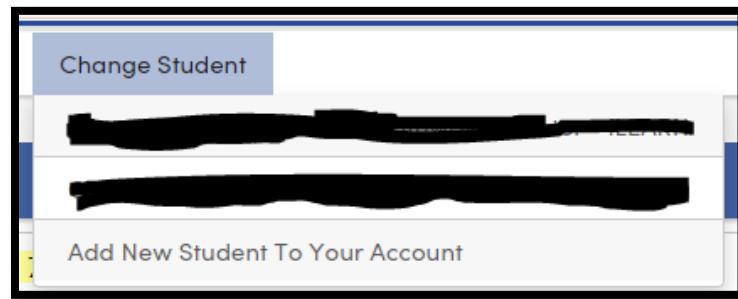
How to Re-enroll another student already in Aeries

1. If you already have another student set up in Parent Portal, log into Aeries, click on **Change Student** at the top of the page, and choose your other student to re-enroll.

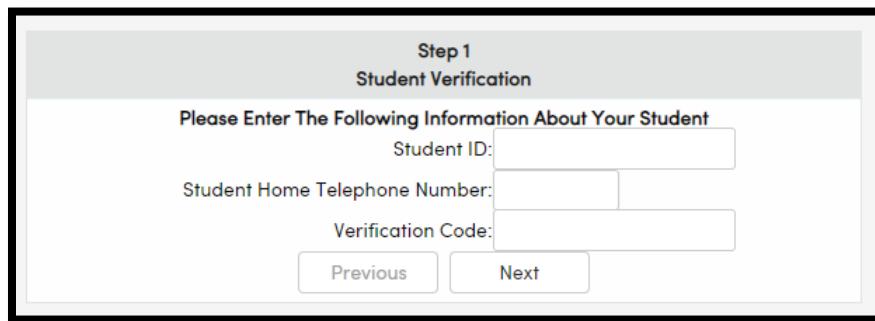


How to Add a *NEW* student not yet in Aeries

1. To add another **new** student to the system **who you have never used the Parent Portal for**, click on **Change Student**, then **Add New Student to Your Account**



2. Enter your additional student's information in the boxes provided. This information can be obtained from requesting an Aeries Parent Portal letter for your child from School Secretary in the iLearn Academy school office.

A screenshot of the 'Step 1 Student Verification' form. The title 'Step 1 Student Verification' is at the top. Below it, a instruction 'Please Enter The Following Information About Your Student' is followed by three input fields: 'Student ID:' (with a placeholder box), 'Student Home Telephone Number:' (with a placeholder box), and 'Verification Code:' (with a placeholder box). At the bottom are 'Previous' and 'Next' buttons.