

Klamath Union High School

Registration / Enrollment

As our summer break comes to an end, it's time to register your student(s) for the 2020/2021 school year. Please be aware that even though your student(s) attended a Klamath Falls City School last year, updated registration is still required. Please follow the instructions below.

Returning to Klamath Union High School or Incoming Freshmen from Ponderosa:

Option 1: Via Tyler SIS Parent Portal

- Login to the Tyler SIS Parent Portal <https://sis.kfalls.k12.or.us/ORKF360x3/login>)
- Once your logged in, you will be prompted to complete online registration

Helpful Tips for registration via Tyler SIS:

- If you've forgotten your Tyler SIS password, you can request a password reset by clicking on 'forgot password' on the login page.
- Allow approximately 15-45 minutes
- Review each page (23 pgs. total)
- Click the **red** box on the bottom left indicating that you've read / reviewed the page.
- Click 'Save' on the bottom right and proceed to the next page

Option 2: Via Registration Packet

- Registration documents can be found on the Klamath Falls City School District website (<http://www.kfalls.k12.or.us/>). Go to Schools and click on Registration Materials.
- Documents can be downloaded, filled out electronically and emailed to Leah Anderson, Registrar (andersonl@kfalls.k12.or.us) -or- you may print out the completed documents and bring them to the main office at Klamath Union High School.

Option 3: In Person Registration

Please call Klamath Union (541-883-4710) for an appointment to do in person registration. We will have both online registration and paper packets available and will have staff available to assist you.

Space will be limited to 2 people per appointment time. Please allow 30-60 minutes.

Dates and times for in person registration are as follows:

- Tuesdays - 08/11/20, 08/18/20
9:00 a.m. – 11:00 a.m.
1:00 p.m. – 4:00 p.m.
- Thursdays - 08/13/20, 08/20/20
9:00 a.m. – 11:00 a.m.
1:00 p.m. – 4:00 p.m.

New Students to Klamath Falls Union High School: (students who were **not** enrolled at Klamath Union or Ponderosa at the end of the 2019/2020 school year)

Option 1: Via Online Enrollment

- Go to the Klamath Falls City School District website (<http://www.kfalls.k12.or.us/>).
- Click on Schools and choose Registration Materials from the dropdown menu.
- Click on **High School Quick Registration**. Complete this document and click submit.
- Once submitted you will receive an email, within one business day, with a link to the Tyler SIS Parent Portal with instructions. From here you can complete your registration.

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Option 2: In Person Enrollment

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