



Registration Instructions for a NEW student, who has never attended or been registered at a school in the Murray City School District before

- Parent does NOT have an Aspire login -

*A NEW student is a student without an Aspire ID number. If your student has ever attended or was registered at a Murray school and has an Aspire ID number, that student is not new. If you register your student as new but he/she is actually a returning or former student, you will have to re-do the registration.

Go to <https://sisweb.murrayschools.org/Login>

1. Click on “**Register Student for Enrollment**” at the bottom of the screen.
2. On the next screen, “Register Your Student(s)”, under “**New Student Registration**” click the button “Register New Student” below “I do not have an Aspire account”,
3. On the next screen select the correct school year

If you select the wrong button, click the Reset button at the bottom and start over.

4. Continue to the next screens and select the school, grade, and click “continue”
5. On the next screen “Parent/Guardian Information” fill out all required fields.

6. Save and Continue
7. Continue to follow all instructions and finish the registration.

IMPORTANT: Click the “Return to Aspire” button when ALL sections have been marked “COMPLETE”. If any section is marked “INCOMPLETE”, the registration is not finished and will not appear in Aspire as having been done.

You will be taken back to the screen to start the registration process for your next student, if applicable.