

Completed (OLR)

Last Modified on 12/14/2025 8:45 pm CST

[Application Summary](#)

This documentation applies to both versions of Online Registration.

Tool Search: Online Registration

Once student information has been added, review the **Application Summary** and click the **Submit** button.

Application Summary

Return to the previous areas to modify entered data or to enter missing information. After reviewing the information, click the **Go to Submission Page** button. Once the registration process is completed and all entered information is accurate, click the **Submit** button. This will send a notice to the district staff that an Online Registration Application needs to be reviewed.

Download a copy of the entered information by clicking the **Application Summary PDF**. This is a receipt of data entered. No further information is needed at this time.

The screenshot shows a progress bar at the top with six steps: Student(s) Primary Household, Parent/Guardian, Emergency Contact, Non-Enrolled Children, Student, and Completed. The 'Completed' step is highlighted with a blue circle and the number '6'. Below the progress bar is a text input field with the placeholder 'Please sign on the line below.' and a 'Clear' button. A note below the input field reads: 'PLEASE NOTE: Prior to submitting your application you may verify all of the data you have entered by going back to the area in question or click on the PDF link below. Your information is not submitted until you click the submit button above. You will receive an email notification that your application was received after clicking submit application.' At the bottom is a button bar with 'Back', 'Application Summary PDF', and a large blue 'Submit' button. The text 'Submit OLR Application' is centered at the bottom of the page.

Clicking the **Submit** button removes the ability to modify data in the Online Registration application.

