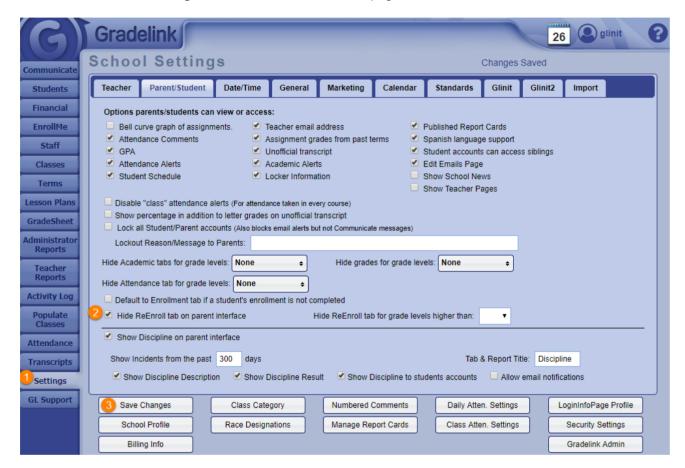# Re-Enrolling An Existing Student

Modified on: Fri, Sep 17, 2021 at 10:15 AM

1. Go to the **Settings** tab on the left sidebar.
2. Uncheck the box *Hide Re-Enroll tab on parent interface*.
3. Click the *Save Changes* button at the bottom of the page.

Existing families will see the **Re-Enroll** tab on the left sidebar in their *Parent Portal* when they log in. From there, they can begin the process of re-enrolling their student.

Gradelink

Use the form below to re-enroll Anya   Have a new student to enroll?

Now viewing:
Anya

Communicate
Calendar
Schedule
Grades
Assignments
Transcript
Alerts
Attendance
Discipline
Re-Enroll
Billing
Service Hours

Get
Mobile
App

Start
Student
Parent 1
Parent 2
Family
Contacts
Medical
Worship
Information
Attachments
Submit

Application/Registration...

Thank you for enrolling your student at The Apple Academy for the 2021-2022 school year.

Please fill out the fields on each page as completely as possible and press Continue to proceed to the final submission page.

Your changes are saved automatically as you continue through the pages.

You may go back to review and correct entries using the Back button or the page buttons to the left.

The system will alert you if a required field is missed. To save time, some of the fields will be pre-populated from our current records. Other fields will require a fresh entry, such as all phone numbers, to ensure that our records are up-to-date, accurate, and consistently formatted. You must complete each section before continuing to the next page.

Continue