STEP 1:

Go To: https://oe.kentisd.org

Click On:
“Sign In” (using your previously created login information from old site)
(OR)
“Register” for a new account

OPTIONS:

Click This Tab To: enter a KCTC program visit or enrollment request (OR)

Click This Tab To: to see a list of your school’s students that have registered for a program visit or enrollment (OR)

Click This Tab To: for reports showing program visit availability or program visits scheduled within a data range

STEP 2:

Click On: ”Student Search”

To Register a Student

- To register for a student for a program visit or enrollment request, enter two pieces of data into the boxes at the bottom of the page
- “Select” the correct student or “Add a new student”
- Follow the prompts to continue the registration for your student
OPTIONAL:
Click On:
"Student List"

To View Program Visits & Enrollment Requests

Or

To Delete Program Visits & Enrollment Requests

Or

To Add Another Program Visit & Enrollment Request for the SAME Student