Current KISD students are enrolled into their following year’s course by KISD. Only NEW to the KISD campus students make requests through the online enrollment site. If a student is interested in more than one KISD school they are entered only once and the other requests are added to their online record/history. (ex. Please do not enter a student once for KTC and start a new enrollment for KCTC, instead, search for the student and choose the site they’re interested in.)

If a student is available two different sessions for a 1st choice program, use the 2nd choice option to indicate the alternate session availability for the same 1st choice program. (ex. Student A chooses: 1st Choice: Auto Tech—1st Session; 2nd Choice: Auto Tech—3rd Session)

Consider transportation availability when choosing a session

April 17-27: You may swap students within a program, before final program assignments are sent to parents. Exceptions are: Certified Nursing Assistant, Criminal Justice and Design Lab.

Students who attend a program visit are more likely to stay enrolled in the program they choose. Program visits are available through March 19th. Program visits will re-open for ONLY 1 day, April 21st.

Criminal Justice students should make a 2nd and 3rd choice that they truly have an interest in, in the event they are not selected for CJ.

Send completed Criminal Justice applications to Clapplication@kentisd.org.

If you drop a student from a “Closed Program”, you may add a student from your schools waitlist during Phase 2 of the enrollment process.

New this year…The OE website will remain open during and after Phase 2 for enrollment requests, including programs with waitlists. This allows students to be added to the program waitlist of their choice. Waitlisted students will be notified as seats begin to open.

Send all enrollment communications to KCTC Registrar, TriciaDeshane@kentisd.org

Enrollment resources can be found at www.thetechcenter.org. Click “For Schools”, click on “Enrollment”

Wait Lists:

◊ Not available for Criminal Justice or Certified Nursing Assistant/Nurse Tech.
◊ Are generated for most programs and managed by KCTC.
◊ KCTC will provide a list of your students on a waitlist (in no particular order) on April 16, 2020.
◊ Students that did not get placed in their 1st choice program will be placed on an auxiliary waiting list. If a seat should open in their 1st Choice program you will be notified on one of the updated enrollment lists.

Steps
⇒ Begin at https://oe.kentisd.org
⇒ Click on “Sign In” or “Register”
  • the email entered will be used for enrollment communications
⇒ Click on “Student search Tab”
  • Required to DOB and two other pieces of information, then click on “Search”
  • Click “Select” next to students name of “Add a New Student” only after you have checked spelling or data entry
  • Click on “Enter Enrollment Request” and make selections from the drop down choices
⇒ Pay attention to any Pop-Up Information