

# Online Registration Instructions

1. Go to <https://rosevillejuhsd.asp.aeries.net/air/>
2. The above link takes you to this first page, before you go any further please take note if you are a parent of a current Antelope HS student please make sure to use your email address that you use for signing in to HomeLink – this very important, we do not want you to have to login using different email addresses. Every parent will select the button that says Enroll a New Student circled in red below. **Students should not be using their own person email address to enroll, this must be a parent’s valid email address.**

Welcome to Aeries AIR - Online Student Enrollment

Welcome to Roseville Joint Union High School District online Aeries Internet Registration (AIR). AIR allows you to quickly start the process of registering a student for school. Information about the student such as emergency contacts, medical and language information will be collected. Upon completion, the student's information is electronically sent to the school.

You will need a valid email address.

This process should take 20 to 30 minutes to complete. If you are unable to complete the process at one sitting, you may logout, and resume the process at a later time.

To get started registering a new student click the **Enroll A New Student** button. Once an account has been created, you can enroll another student by clicking Enroll A New Student.

If you would like to reprint or review students previously registered click the Login button.

You will also need to view the Annual Notices on our Main website. You will be asked to acknowledge that you have received the Annual Parent Notification.

[RJUHSD Annual Notice](#)

This is just one part of the [Enrollment](#) process. Additional documents may be required by your school. When you have completed the Online Registration, please visit the [Required Registration Documents](#) page on the RJUHSD web site for further documents that must be completed before you meet with the school.

View As  
English

Enroll A New Student Login

3. From the drop down menu, select “201-2017, Pre-Enrollment” then click the Next button.

Year Selection

Please select a year to enroll for.

2015 - 2016, Current School Year  
2015 - 2016, Current School Year  
2016 - 2017, Pre-Enrollment

we are enrolling for the 2015-2016 school year.

4. On the next screen carefully read about the required information. Click “Next”

5. Create a new account – if you have previously enrolled a student using our AIR process then please sign-in to your account, if you have forgotten your password please click on the word Help located in the lower right hand corner of this screen and follow the instructions and our system will send you an email with instructions. For everyone else, please create a new account – please note this will automatically generate the creation of your HomeLink account as well and an email regarding this will be sent to you in the coming months.

Login

If you have previously used this website to enroll a student for this district, you may login as an existing user. If this is your first time here, please create a new account.

Existing user

Please login with your email address and password:

Email address:

Password:

Create new account

Please provide your email address and a password to create a new account.

Your Name:

Email address:

Password:

Re-type Password:

Login

Create account

Home | About | Help

6. Once you create your account and your school is confirmed (based on our district boundaries) you will be sent an email with a link to activate your account; this is ONLY THE 1<sup>ST</sup> STEP. You must retrieve that email sent with the link to finish enrolling your student. Please note the email might not come in right away. **It could take up to 24 hours, because of this please do not wait until the day of registration to complete this process.** When this email is received, click on the link and it will then take you back in to your account so you may finish registering your student.

**PLEASE NOTE THE FOLLOWING**

**When asked to indicate your student's grade level, please select "8th" do not select 9<sup>th</sup>.**

Student's Birthdate:

6 1 2001 Age: 13

Please select a grade level or program to enroll this student in:

8th

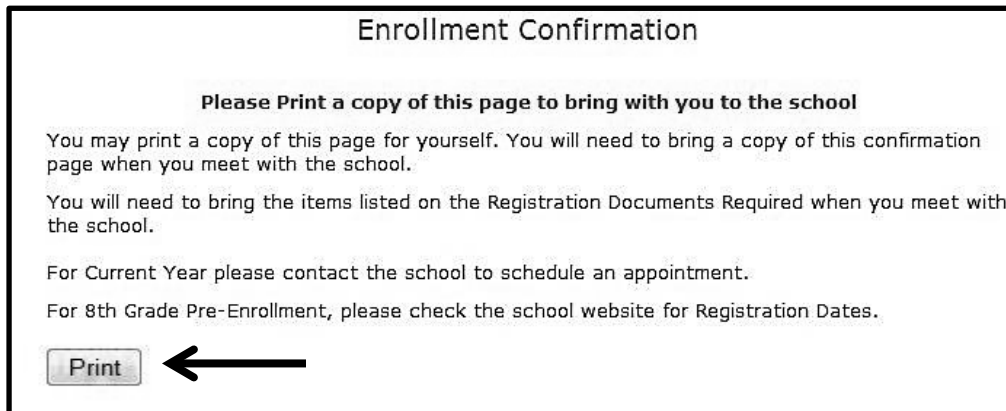
Next

7. Please fill in all required fields.
- Be sure to have your student's doctor's information available
  - When entering contacts, **do not enter parent information again**, please use this area to input up to **4 other individuals** who can be contacted in case a parent cannot be reached. These individuals will also be anyone who may pick up your student from campus.

c. **You will not need to enter your students immunization dates, please skip this step in the registration**

8. If you need to save your information and complete the enrollment process later, click the “Finish Later” button on the right.
9. If the information you entered is correct, click “Finish and Submit.” **After clicking “Finish and Submit,” no further changes can be made online.**

**10. YOU MUST PRINT THE ENROLLMENT CONFIRMATION PAGE. SIGN AT THE BOTTOM AND BRING IT TO REGISTRATION ON MARCH 3rd, ALONG WITH ALL OTHER REQUIRED DOCUMENTS.**



If you have any questions or concerns, please do not hesitate to contact our Registrar Amanda Scuka, at [ascuka@rjuhsd.us](mailto:ascuka@rjuhsd.us) or call 916-726-1400 ext. 6020; and you may also call our front desk staff Del Hardy and Marie Huntington at ext. 0 who can also assist you.

Special Note:

Any families needing access to a computer or a printer we will be providing an open lab night on Wednesday, March 2<sup>nd</sup> in Room S208 from 4:00 p.m. – 7:00 p.m., and the night of registration March 3<sup>rd</sup> from 4:00 p.m. – 8:00 p.m. Because this process can take 30-45 minutes we will not accept families at the last minute of the lab closing each night. A Parent/Guardian must come with the student to do the online registration, in addition the Parent/Guardian must have an active, valid email account to access on this night.