



HOW TO ENROLL

NEW STUDENTS (accepted to SCA for 2017-2018)

To enroll, you must first create an account in RenWeb.

1. Go to www.renweb.com
2. Select **Logins** from the menu bar and **ParentsWeb Login** from the dropdown menu.
3. After the **ParentsWeb Login** screen opens, select **Create New ParentsWeb Account**.
4. Enter **SCA-PA** into the **District Code** field.
5. Enter your preferred email address.
6. Click the **Create Account** button.

You will receive an email from RenWeb customer support containing a link that will allow you to create your username and password. For security purposes, the link will remain active for only six hours. Please click on the link, and a **Change/Create Password** screen will open. You may use the default username provided or you can create a unique username. Type your desired password in the **Password** field and **Confirm Password** field. Click on the **Save Username and/or Password** button.

Once your new account is activated:

1. Go to www.renweb.com
2. Log into your ParentsWeb account
3. Click on the **Family Information** button in the left menu.
4. Click on the **Enrollment/Reenrollment** button.

Our online enrollment system will open with a link to the enrollment packet for your student(s). The online process should take approximately 15 minutes to complete. Your information will be saved if you need to quit and come back later. The **Instructions and Enrollment Checklist** page of the enrollment packet contains supplemental enrollment forms that also must be submitted.