

# **2025-2026 Student Registration Procedures**

**NOTE: CCSD Online Registration for the 2025-2026 school year will begin on April 21, 2025.**  
At that time, please complete the following steps in order.

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**Make sure you complete both steps and highlighted areas in order.**

**Step 1:** Please complete the following CCSD online registration (OLR) that applies to you.

## **CCSD Existing or Returning Student**

Please log into your [Existing and Returning Campus Parent Portal](#) and click parent to register your students. You will need to have an account already to sign in. If you do not have an account, please call the front office at 702-799-2250 to get one. If you have forgotten your username and password, please click on the forgot password link and the reset information will be sent to your email. Once complete, move on to step 2.

## **New to CCSD Student**

Please click this link for [New to CCSD](#) and then click new user. Once complete, move on to step 2.

\*If you already have a parent portal account, please do not create a new one for your students. If you are having problems accessing your portal account and cannot fix it by using the password reset feature, please call the office at 702-799-2250.

**Step 2:** Once OLR is completed, please have the following documents prepared. You will click here [2025-2026 Registration](#) to fill out the form and upload your documents. **All Students including currently enrolled students will have to upload a Current proof of address and ID before they will be assigned a teacher.**

## **\*Parent Proof of ID - New to District**

Please note: Permanent and temporary guardians should be prepared to provide proof of guardianship at the time of registration.

## **\*Proof of Address - New to District and Current**

One of the following proofs of address in the Parent/Guardian's name is required to show you live in our zone: Power, Water, Gas bill or mortgage statement.

A lease is only acceptable for 30 days if you haven't received a utility bill. We will accept a fax from the utility company. Power and Gas Companies are always willing to verify that you have an account for your new address.

Note: a driver's license, telephone bill, or cable bill are not acceptable proofs of address.

**If you are living with a friend or relative, please follow the directions sent by shared housing (you will select this option when completing the online registration). For more information you can visit the Shared housing website by clicking this link [Shared Housing](#).**

**\*Proof of Child's Identity - Kindergarten and New to District, Charter and Private A**  
**student must be 5 years of age on or before August 1st to be enrolled in Kindergarten**

One of the following is needed to show proof of a child's identity:

- Original birth certificate
- Passport
- Certified birth card issued by the Clark County Health District or a health district from another state. Photocopies will not be accepted.
- This is only needed if enrolling in CCSD for the first time.
- **\*Immunization Record - New to District, Charter and Private Only**
- [Immunization Resources](#)