

RETURNING STUDENTS ENROLLMENT PROCEDURE:

(This is for students currently enrolled, who attend CPS at the end of the year.)

ONLINE ENROLLMENT

1. Log into Wengage with your PARENT/GUARDIAN log in. If you have forgotten, use the “FORGOT PASSWORD” option at the bottom of the log in page. If you do this, allow up to 24 hours for an email with password reset.
 2. Once you log in with your PARENT/GUARDIAN log in, proceed to STUDENT RECORDS PORTAL (SRP). Choose ENROLL student 22-23. There are **several** documents you must read through and sign.
 3. You will not need to upload birth certificate, shot records, etc.
 4. Once you have completed all documents. Please submit to site.
 5. The Enrollment Center will review all documents and contact you should there be questions.
 6. Once the Enrollment has been submitted to the site, you should receive email notification of the successful submission.
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If you have questions or do not have access to internet or a digital device, please visit us at the Enrollment Center.

628 W. Kansas (directly east of the Post Office)

Phone: 405.825.3134

Email: enrollment@chickasha.k12.ok.us

Hours of operation: August to May

M-F 8:00 a.m. – 4:00 p.m.

June /July

M-Th 7:00 a.m. – 4:30 p.m.