

Registering your child for Kindergarten in New Brunswick is a multi-step process. It begins with an online registration using your NB Parent Portal.



If you have a child who is currently in school or attending licensed childcare, you will have an existing Parent Portal Account.

If this is your first child attending childcare/school, you will have to register for a new account on the Parent Portal.

## Registering for a New Account

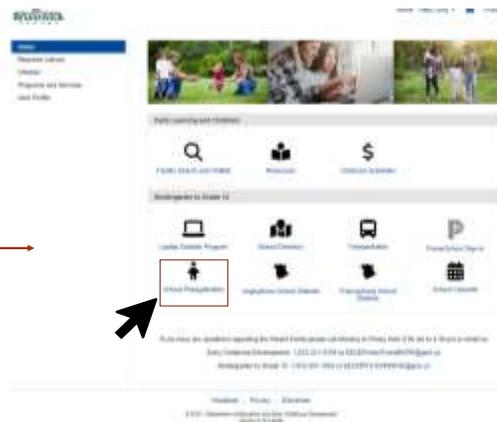
- Once you complete this information, you will be required to confirm your email address.
- You will then have access to an account, where you can proceed with registering your child for school.

The screenshot shows a web form titled "Portal Account Registration". At the top, it states: "Registering for an account gives you an easier access point to Register and Enroll Children Enrollment (RCE), Child Care and more." Below this, there are several input fields: "First Name", "Last Name", "Email", "Phone", "Confirm Email", "Preferred Language" (with options for English and French), "Password", and "Confirm Password". At the bottom, there is a "My Account" section with checkboxes for "Send me email", "Send me text", "Send me SMS", "Send me push", and "Send me social". At the very bottom, there are "Register" and "Cancel" buttons.

When registering for a new account, you will need to fill out the information above, and wait for a confirmation email to be sent to the email address you have provided. From there, you will be able to access your new account.

## Main Page

- After signing in or registering for your account, you will see this as your home page on the NB Parent Portal Website.
- Click "School Preregistration" to begin the registration process.



The Parent Portal is a central hub, where you can access many services related to childcare and school. Registering your child for Kindergarten begins by using the portal to streamline the process. Click on the "School Preregistration" button to begin step 1.

## School Preregistration

- After reading the steps outlined to complete the preregistration process, click the “Begin the Preregistration Process” button.

The screenshot shows a web page titled "School Preregistration" with three numbered steps:

- 1. Collect the Necessary Information:** This step involves gathering required documents and information, such as a birth certificate, Social Security card, and proof of residency. It includes a "Begin the Preregistration Process" button.
- 2. Begin the Preregistration Process:** This step involves completing the preregistration form and submitting it to the school district. It includes a "Complete Preregistration in Person" button.
- 3. Complete Preregistration in Person:** This step involves completing the preregistration process in person at the school district office.

A red circle highlights the "Begin the Preregistration Process" button, with three red arrows pointing to it from below.

Ensure that you read the information provided on this page, as it gives an outline of what to expect in the registration process.

## Confirm Contact Information

The screenshot shows the "Confirm Contact Information" section of the "School Preregistration" page. It includes the following fields and buttons:

- Name & Email:** Fields for Name and Email, with "Update Email" and "Update Name" buttons.
- Address:** Fields for City Address and Home Address, with a "Update Address" button.
- Phone Numbers:** A table with columns for Type, Number, Cell, and Work.
- Buttons:** "Save Contact Information", "Previous", "Next", and "Cancel".

You will need to confirm that the information provided is accurate.

## Choose or Add a Child

The screenshot displays two main sections. The top section, titled "Choose an existing child", contains a "School Preregistration" form. It features a header "Please choose the child to register for a full educational public school" and a list of children with redacted names and birth dates. A "Select" button is positioned below the list. The bottom section, titled "Add a new child", contains a form with a "Add New Child" button and instructions: "Do you want a child to register with you?" and "Use Record Provider Number: [redacted]".

If you have already added your child(ren) to your account, you will need to pick which child you will be registering for school.

If you have not added any children to your account, you will click “Add a Child” and follow the prompts to have your child added to your Parent Portal account. In order to add a child, you will need their Medicare Number or current NB Education Number).

The screenshot shows a "School District" selection interface. On the left, the title "School District" is followed by a horizontal line and a bullet point: "Use the drop-down menu to select the school district that your child will be registering for." On the right, a "School Preregistration" form is displayed. It includes a question "Which district will your child be attending school?\*" and a drop-down menu. Below the menu are two links: "Available School Districts" and "Transferring School Districts". A "Select" button is located at the bottom of the form.

Use the drop-down menu to select the appropriate school district where you will be enrolling your child.

## Progress Through the Registration Tabs

- Confirm you provide all necessary information.
- You can Save and Close to finish the registration later, if necessary.

The screenshot shows a web form titled "School Preregistration" with a sub-header "Child's Name". On the left, a vertical list of "Registration Tabs" includes "Child Information", "Parent Information", "Health Information", "Insurance", "School & Contact", and "Comments". The "Child Information" tab is active, displaying fields for "New Brunswick Education Number" (711080179), "Name" (Charles Michael Robert Latham), "Date of Birth" (2021-01-21), and "HS Medicare Number" (83382443). Below these are fields for "Gender" and "County of Birth". A note states: "Does your child have access to a medical consultation, lecture or lecture at home to continue learning throughout the day? If you have more than one child and only one device available, please choose the one for this child and be the best of your other remaining children?" with "Yes" and "No" radio buttons. Another note asks: "Does your child have internet access at home?" with "Yes" and "No" radio buttons. At the bottom, there are "Save" and "Cancel" buttons, and a "Save and Finish later" button circled in red.

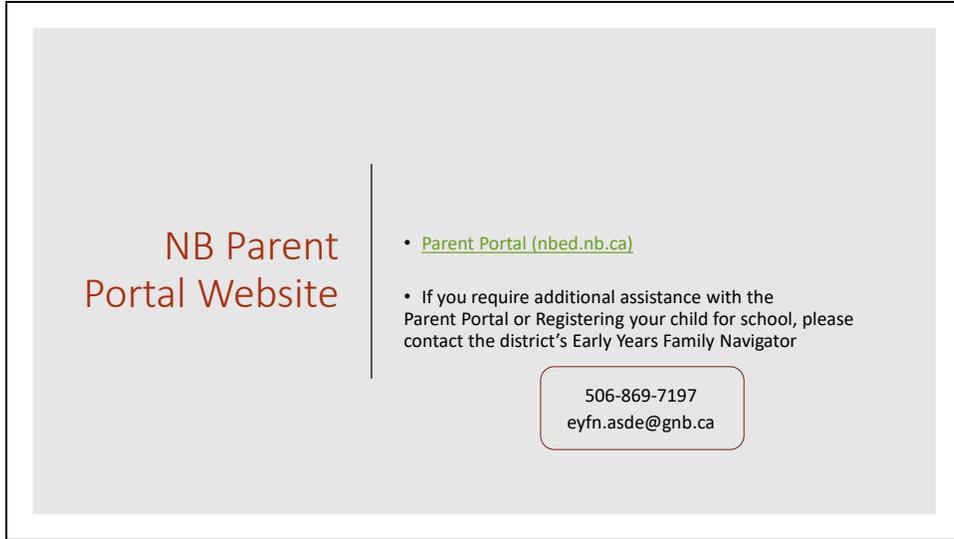
The registration tabs on the left-hand side are the steps which will need to be completed for the online process. If you are unable to finish this or require additional information, you are able to save your progress and finish the application later.

## Submit Request

When you are finished filling out the Registration Tabs, you will be shown a summary of your child's registration profile. Confirm and submit the request.

You will then wait to hear from your child's school regarding next steps, including documents required and EYE-DA appointment (if desired).

Once you have filled out the required information, you may submit your request for registration. After this, you will be required to bring documents to your child's school. See the 3 steps outlined above for School Preregistration.

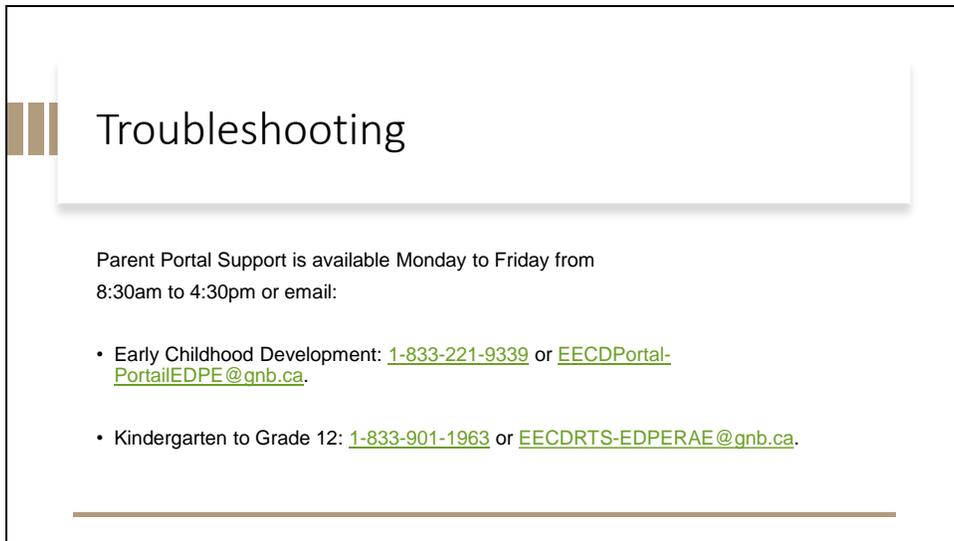


NB Parent Portal Website

- [Parent Portal \(nbed.nb.ca\)](https://parentportal.nbed.nb.ca)
- If you require additional assistance with the Parent Portal or Registering your child for school, please contact the district's Early Years Family Navigator

506-869-7197  
eyfn.asde@gnb.ca

This is the website link for the NB Parent Portal and the contact information for the district's Early Years Family Navigator.



## Troubleshooting

Parent Portal Support is available Monday to Friday from 8:30am to 4:30pm or email:

- Early Childhood Development: [1-833-221-9339](tel:1-833-221-9339) or [EECDPortal-PortailEDPE@gnb.ca](mailto:EECDPortal-PortailEDPE@gnb.ca).
- Kindergarten to Grade 12: [1-833-901-1963](tel:1-833-901-1963) or [EECDRTS-EDPERAE@gnb.ca](mailto:EECDRTS-EDPERAE@gnb.ca).

If you are having trouble with the Portal, contact Support Monday to Friday between 8:30am and 4:30pm AST. Alternatively, you may send them an email.