Annual Student Information Updates Online

Frequently Asked Questions

What is Annual Student Information Updates Online?

Annual Student Information Updates Online is a web form to review and update as needed your students' information to ensure your student's safety. We also have yearly agreement forms that needs to be signed yearly.

How do I complete the Annual Student Information Updates Online?

Please follow steps below or click HERE for instructions.
1.   Log in to Home Access Center (HAC) - https://homeaccess.everett.k12.wa.us/
2.   Enter your username: Username is traditionally your first initial, period, last name such as J.Doe for John Doe.
3.   Enter your password: Same as Gradebook & Canvas Parent. If you forgotten your password and you set your security questions, click on this link to follow instructions to reset your password.
4.   In HAC, you will start in the Registration area. Click on the Update Enrollment tab and click the Start button to the right of the Annual Student Update Form.
5.   A new window will open, you will need to confirm the link to your student by entering their birthdate.

Have you forgotten your password to HAC?

Click on this link to follow instructions to reset your password.

Do you have more than one child? Are you missing a student or students from Home Access Center when you log in?

In HAC, the Change Student command is in the upper right-hand corner of the screen. If you log in and don't see all the students you should see, open a Tech Support Ticket. We will respond by email during office hours. Our system will only send information to the email on file with the school.

What if I do not see the link in Home Access Center to Update Enrollment?
Be sure that you are logged in with your parent account NOT using your student's credentials. Students do not have permission to update their own information.

Not all guardians have access edit students 'information in Home Access Center. If you are the parent/guardian who would normally be filling out annual update paperwork, please contact your child's school to ensure that you have access to Update Enrollment Online.

What if I have more than one student at the school? Do I need to do this for each child?

Yes, because you will need to provide information that is specific for each child. We recommend that you complete and submit one Annual Update Form and before you start the next one – this will allow you to "snap over" shared family information to the next student, which will save you time.

I am getting an error that this form is locked for editing.

This means the other guardian already started the Annual Updates Form for your student. Only one guardian can update the student record. Please contact the other guardian to communicate any changes you want to make.

We are moving to another district. Do I need to complete this form?

If you are still getting the email reminder, this means that your student is still active in Everett Public Schools. Please log in to HAC and complete this form to inform the school that you are moving. You will only be asked few questions about where we can send your student's records.

Do I have to answer all the questions?

Required fields are marked as "Required".

What if I make a mistake while filling out the Update form?

If you would like to make a change, click on the underlined field in the form or click "Previous" to return to a previous page. If you have already submitted your form after you realize that you have made a mistake, you will need to contact the school by sending an email to the registrar email address below.

School	Email Address
Cedar Wood Elementary	cedarwoodregistrar@everettsd.org
Emerson Elementary	emersonregistrar@everettsd.org
Everett Virtual Academy	evaregistrar@everettsd.org
Forest View Elementary	forestviewregistrar@everettsd.org
Garfield Elementary	garfieldregistrar@everettsd.org
Hawthorne Elementary	hawthorneregistrar@everettsd.org
Jackson Elementary	jacksonelemregistrar@everettsd.org
Jefferson Elementary	jeffersonregistrar@everettsd.org
Lowell Elementary	lowellregistrar@everettsd.org
Madison Elementary	madisonregistrar@everettsd.org
Mill Creek Elementary	millcreekregistrar@everettsd.org
Monroe Elementary	monroeregistrar@everettsd.org
Penny Creek Elementary	pennycreekregistrar@everettsd.org
Silver Firs Elementary	silverfirsregistrar@everettsd.org

Silver Lake Elementary	silverlakeregistrar@everettsd.org
Tambark Creek Elementary	tambarkcreekregistrar@everettsd.org
View Ridge Elementary	viewridgeregistrar@everettsd.org
Whittier Elementary	whittierregistrar@everettsd.org
Woodside Elementary	woodsideregistrar@everettsd.org
Port Gardner	portgardnerregistrar@everettsd.org
Eisenhower Middle School	eisenhowerregistrar@everettsd.org
Evergreen Middle School	evergreenregistrar@everettsd.org
Gateway Middle School	gatewayregistrar@everettsd.org
Heatherwood Middle School	heatherwoodregistrar@everettsd.org
North Middle School	northregistrar@everettsd.org
Cascade High School	cascaderegistrar@everettsd.org
Everett High School	everettregistrar@everettsd.org
HM Jackson High School	jacksonhsregistrar@everettsd.org
Sequoia High School	sequoiaregistrar@everettsd.org

I have completed the form, what is next?
When you have finished entering your information, click "Submit." This will send all the information you have entered to the school. If you cannot click on this button, you will need to make sure that you have answered all required questions.

I do not know what a question is asking.
Please contact your child's school directly to ask what the questions on the form mean.

Help! I am having technical difficulties.
For technical support, you can visit the PowerSchool Community help center or click "Help" or "Contact Us" from any form page. You can also open a Tech Support Ticket. We will respond by email during office hours. Our system will only send information to the email on file with the school.