



Re-Enrollment for Current Students

Step by step instructions to complete Re-Enrollment for students returning to HCA.

Step One: Link Child to Account

1. Log into the [Ascender Parent Portal](#).
2. Select "Link an Enrolled Student."
3. Enter the Parent Portal ID and birthdate of your child.

(Reach out to Mr. Beardslee if you have not received your Parent Portal ID.)

4. Select "Add."

Step Two: Complete Re-Enrollment Forms

1. Log into the [Ascender Parent Portal](#).
2. On the Left-hand side of the page select "Summary."
3. Select the red "Registration" button for each child that you are completing re-enrollment for.
4. Complete each of the forms, making sure to edit any information that is no longer correct.

For any questions about re-enrollment, please contact enroll@heritageed.org