

Santa Gertrudis Independent School District (SGISD) – Student Enrollment Process and Requirements

Overview

Santa Gertrudis Independent School District (SGISD) is a public school district located in Kingsville, Texas, serving students from Pre-K3 through 12th grade. Enrollment is open to students who meet Texas public school eligibility requirements.

Enrollment Process

Step 1: Online Registration

All students must be registered using the ASCENDER ParentPortal system. New students must create a ParentPortal account and complete the New Student Enrollment process. Returning students must log in yearly to complete Returning Student Registration.

[Instructions for New Student Registration Select Here](#)

Step 2: Student Application

Families must complete the Student Application for the appropriate school year. Applications are posted annually on the SGISD website.

Step 3: Submit Required Documentation

After completing online registration, parents/guardians must submit all required enrollment documents to the campus registrar.

Required Enrollment Documents

- Certified birth certificate or proof of identity and age
- Up-to-date immunization records (or approved exemption)
- Proof of residence
- Social Security number (if available; not required)
- Previous school records or transcripts (for transfer students)
- Legal or custody documents, if applicable

Enrollment Support

Santa Gertrudis ISD provides Student Registration & Information Assistance. Families may receive help with document submission, transcripts, enrollment verification letters, record transfers, and updates to student information. Assistance is provided through the campus office and campus registrar – 361-384-5041 or 1055 West Santa Gertrudis Avenue, Kingsville, Texas 78363.

Important Notes

- Enrollment deadlines vary by school year; check the district website for current dates.
- All enrollment forms and documents must be completed before a student may attend classes.
- Pre-Kindergarten enrollment may have additional eligibility requirements.