



Common Application for Schools of Choice, 2022-2023


Thank you for your interest in AISD programs! The Common Application in the Parent Portal allows parents/guardians to select the programs their students would like to apply to for the 2022-2023 school year, request recommendation letters (from inside and outside AISD), and give permission to pull data for their student. If your student is new to AISD or has not been in AISD recently, you will have the opportunity to upload current report cards, test scores, and proof of address.

Program choices should be submitted by the parent or guardian with the right to make educational decisions for the student. The parent or guardian should sign into the Portal: <https://portal.austinisd.org>. For more information on creating a Portal account, please visit: <https://www.austinisd.org/technology/parent-portal/parent-self-serve>. If you are already signed into the Portal, this link will take you to the application: <https://access.austinisd.org/commonApp/login.htm/>

If you need assistance with the Portal, please call Parent Support at 512-414-9187.

→ There is a link to resetting your password if necessary.

AISD Portal

 **AUSTIN**
Independent School District

Login

Continue >

Scan QR Code >

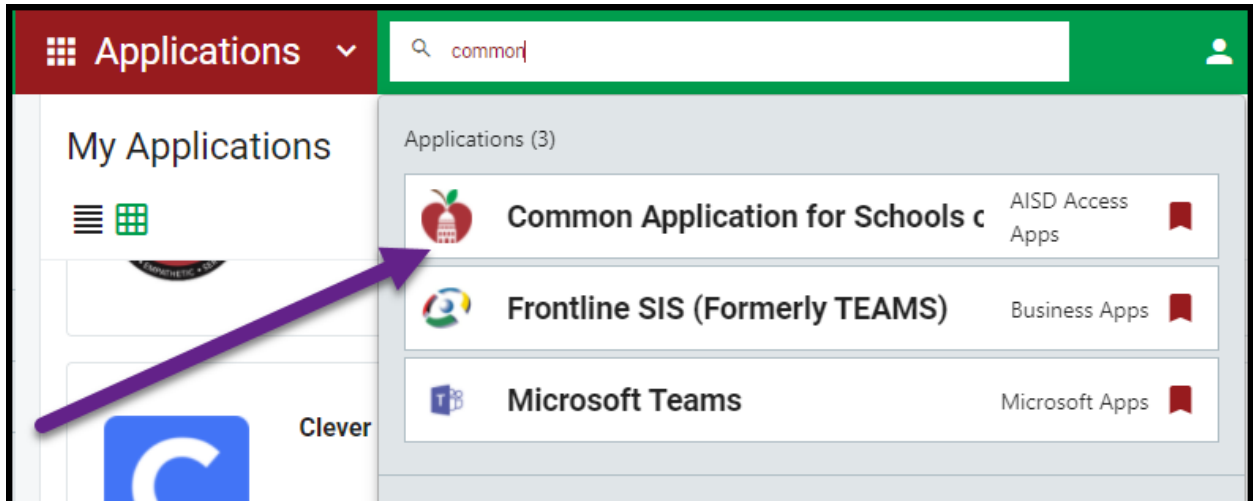
[Forgot Password?](#) [Forgot User Name?](#)

[Restablecer la contraseña](#) [Recuperar nombre de usuario](#)

[Create a Portal account](#) [Crear cuenta del Portal](#)

Please note that the use of the AISD computer network, computer equipment, and resources are not private and may be monitored for appropriate use. For further information, please refer to the AISD Acceptable Use Policy in the Need Help section of this page. Your access to this AISD site and service constitutes your acceptance of all provisions of the AISD Acceptable Use Policy.

→ Once in the Portal, search for the Common Application for Schools of Choice:




→ Parent/Guardian Information. General parent/guardian information will be displayed (name, address, email, phone numbers). If your student is not currently enrolled but has an ID number, and you need to change the address, please email student number, parent photo ID, and proof of address (current gas bill, electric bill, lease, or mortgage statement) to gwen.canning@austinisd.org. If one parent is an employee, please use that parent's Portal account and enter his/her E number.

A screenshot of a web form titled 'Austin ISD Common Application for School Year 2022-2023'. At the top, there is a header with the title and a 'Parent Information: AISD #' field with a 'Refresh' button and a '[Español]' link. Below this are several input fields: 'Parent/Guardian', 'Residence Address', 'Username & Email', and 'Phone Numbers'. At the bottom of the form, there is a section with the question 'Are you a full time employee of Austin ISD?' and two radio buttons, 'YES' (which is selected) and 'NO'. Below this question is a text input field labeled 'If yes, E #:' and a 'Save' button. At the very bottom, there is a 'Location:' label followed by a blurred input field.


The first page also provides a list of students who are associated with the user. If a student is not listed here who should be, please call Student Services at 512-414-1726.

→ The rest of the page is the Program Application Dashboard. The user can monitor what steps have been completed and what is outstanding. Please see timeline on the last page.

In this example, the family has decided to apply to five programs. Since the student is not currently enrolled, the family can upload current report cards, test scores, and current proof of address. Two recommendation forms have been sent out but have not yet been completed (not required for elementary). The last column will display acceptance decisions by the programs and ultimately allow the family to make a final selection. An email will be sent at each step of the process.

Program Application Dashboard							
Student/Common Application	Programs selected by family		Teacher Recommendation and Upload Files		Program Decision and Family Choice		
 AISD #: [Redacted] Grade: [Redacted] Date of Birth: [Redacted] Data Source: [Redacted] View/Submit Programs Grade Applied: 09	Program	Date	Teacher Email Address	Completed	Program	Decision	Family Choice
	Northeast Early College High School (006)	09/30/2021 04:54 PM	[Redacted]	Waiting			
	LBJ Fire Academy (0143)	10/01/2021 02:11 PM	[Redacted]	Waiting			
	Upload Name	File					
	Report Card	Missing					
	Test Scores	Missing					
Proof of Address	Missing						
	Akins Real Estate (0172)	10/01/2021 02:14 PM					
	Akins Tomorrow's Teachers (0173)	10/01/2021 02:14 PM					
	Anderson Career Launch Engineering (0092)	10/01/2021 02:14 PM					

→ Program selection. Click on View/Submit Programs.

Program Application Dashboard							
Student/Common Application	Programs selected by family		Teacher Recommendation and Upload Files		Program Decision and Family Choice		
 AISD #: [Redacted] Grade: [Redacted] Date of Birth: [Redacted] Data Source: [Redacted] View/Submit Programs Grade Applied: 09	Program	Date	Teacher Email Address	Completed	Program	Decision	Family Choice
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	Akins Tomorrow's Teachers (0173)	10/01/2021 02:14 PM					
	Anderson Career Launch Engineering (0092)	10/01/2021 02:14 PM					

You will be taken to a new page where you can verify grade. A list of all the programs available to your student will be displayed. Please check which program(s) your student is interested in (the full list is on page 6). A website for each program is provided.

If there are other requirements for the program, program staff will reach out to you.

Upload documents. If your student is not currently enrolled, you will be able to upload current report cards and test scores. If you cannot, please call Gwen Canning at 512-414-2152. This is not needed if your student is currently enrolled.

Upload Files if new or not currently enrolled in Austin ISD

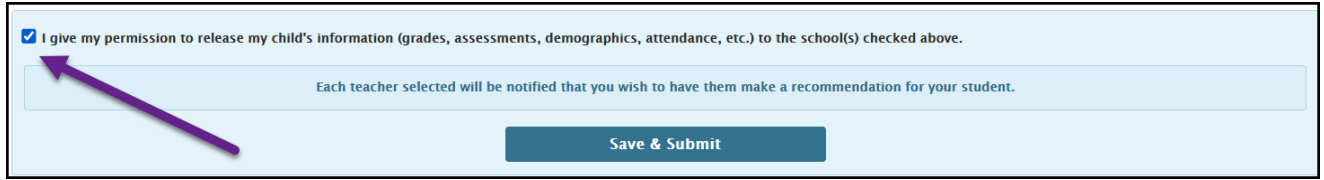
<p>Report Card</p> <p>Choose File No file chosen</p>	<p>Test Scores</p> <p>Choose File No file chosen</p>
<p>Proof of Address – Please upload current gas bill, electric bill, lease, or mortgage statement.</p> <p>Choose File No file chosen</p>	

→ Teacher recommendations (middle and high school only). On the same page, the user can submit up to three teacher recommendations. The emails can be for AISD teachers or non-AISD teachers. The date the recommendations are sent and the date they are completed will be displayed on the dashboard. You can also select “resend email” if necessary.

Teacher Recommendation Request
Enter the email address for each teacher you wish to submit a recommendation for your child.

<p>English or Social Studies Teacher Email Address <input type="text" value="andri.lyons@austinisd.org"/></p> <p><small>Recommendation Sent Date 09/14/2021</small></p> <p><input type="checkbox"/> Resend Email</p>
<p>Math or Science Teacher Email Address <input type="text" value="ailyons@austinisd.org"/></p> <p><small>Recommendation Sent Date 09/14/2021</small></p> <p><input type="checkbox"/> Resend Email</p>
<p>Fine Arts Teacher Email Address (Required for McCallum, Lamar and Covington Fine Arts only) <input type="text"/></p>

→ Information release. At the bottom of the page, the user can give permission for the program to pull information about the student, as available.

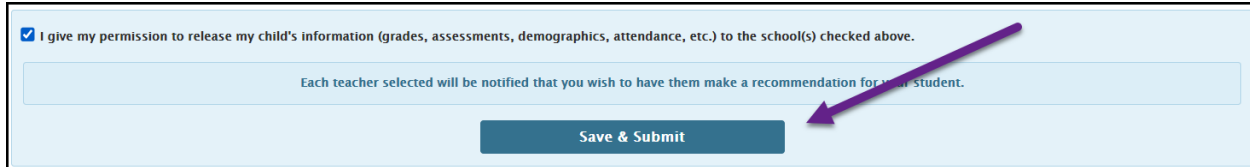


I give my permission to release my child's information (grades, assessments, demographics, attendance, etc.) to the school(s) checked above.

Each teacher selected will be notified that you wish to have them make a recommendation for your student.

Save & Submit

→ Save and submit. This will return the user to the dashboard.



I give my permission to release my child's information (grades, assessments, demographics, attendance, etc.) to the school(s) checked above.

Each teacher selected will be notified that you wish to have them make a recommendation for your student.

Save & Submit

Thank you.

List of programs:

Elementary School:

- ✓ Blackshear Fine Arts
- ✓ Campbell Media and Performing Arts Institute
- ✓ Winn Montessori

Middle School:

- ✓ Bedicheck Advanced Academics
- ✓ Covington Fine Arts
- ✓ Garcia Young Men's Leadership Academy
- ✓ Kealing Magnet
- ✓ Lamar Fine Arts
- ✓ Lively Magnet
- ✓ Martin Innovation Academy
- ✓ Murchison IB
- ✓ Sadler Means Young Women's Leadership Academy
- ✓ Small Green Tech Academy

High School:

- ✓ Akins Tomorrow's Teachers PTECH
- ✓ Akins Real Estate PTECH
- ✓ Anderson Engineering Program
- ✓ Anderson IB
- ✓ Ann Richards
- ✓ Austin High Academies
- ✓ Crockett Construction PTECH
- ✓ Crockett ECHS
- ✓ Eastside Innovation Academy
- ✓ Eastside Memorial ECHS
- ✓ LASA
- ✓ LBJ ECHS
- ✓ LBJ Fire
- ✓ LBJ Health Sciences PTECH
- ✓ McCallum Fine Arts
- ✓ Navarro Computer Programming PTECH
- ✓ Navarro UX Design PTECH
- ✓ Navarro ECHS
- ✓ Northeast Cybersecurity PTECH
- ✓ Northeast ECHS
- ✓ Travis ECHS
- ✓ Travis Hospitality PTECH

Timeline:

October 4, 2021	Common Application opens in the Portal
November 13, 2021	Middle School Fair
January 7, 2021	Deadline for Common Application
February 7, 2022	Admissions Decision Letters Mailed/Emailed
February 14, 2022	Deadline for Student Commitment Agreements

If you have suggestions, please let us know: <https://www.austinisd.org/letstalk>.

Let's Talk About

Student Enrollment	COVID-19 Health & Safety	Virtual Learning Option
Long-Range Planning	Student Services: Records & Transfers	Staff Appreciations
New Hire Questions	Superintendent	Board of Trustees
Technology Support		