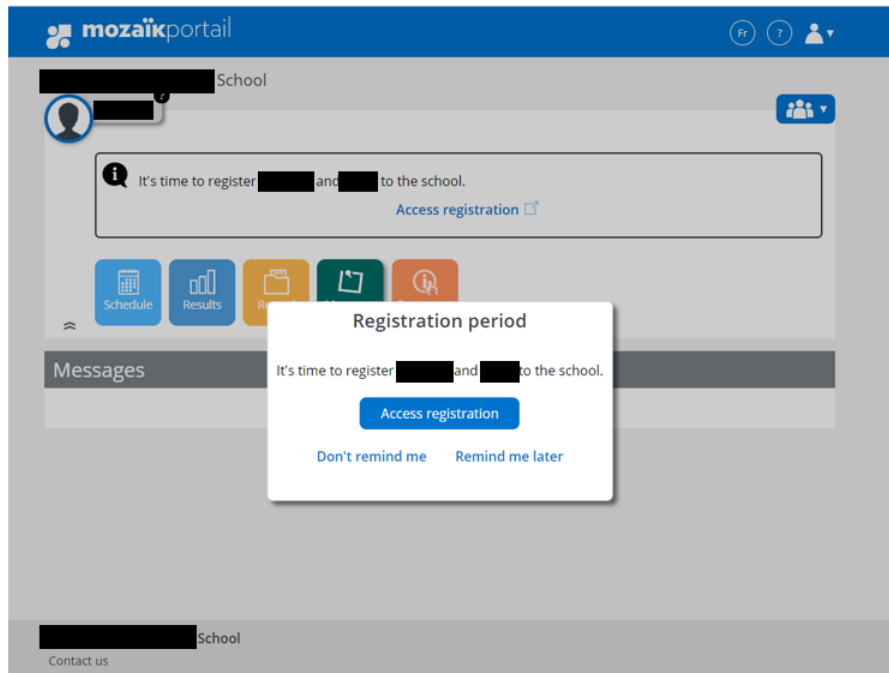


Instructional guide to re-register student in Mozaïk parent portal account.

Before proceeding with the re-registration, you must have created a Mozaïk Parent Portal account. If you have any questions/issues, please contact your child's school.

Once the re-registration process has begun, the following message will appear when a parent/guardian logs into the parent portal.



1. click on **“Access registration”**.
2. There will be two available choices, please click on the appropriate selection:
 - **Register at school**: indicates that the child **will be returning** to the Western Quebec School Board and the re-registration process must be completed.
 - **Do not register at Western Quebec School Board**: indicates that the child **will NOT** be returning to the Western Quebec School Board.

Registration

The registration period ends **March 29th, 2021.**

[redacted] currently attends Western Quebec School Board.

[Re-registering for school](#)

[Report student departure from Western Quebec School Board](#)

If your child **will not** be returning to the Western Quebec School Board, please indicate the reason for the withdrawal. To complete the form, check off the confirmation checkbox and then click on “**Do not register student**”.

Register at school

Re-registration for the 2021-2022 School Year

1 Identification

2 School

3 Address

4 Questions

5 Confirmation

Child Identification

Date of birth:

Permanent code:

Gender: Male

Next step

Re-registration for the 2021-2022 School Year

✓ Identification

2 School

3 Address

4 Questions

5 Confirmation

School

[Redacted]



Information pertaining to the school transfer request

No request for a change of school will be permitted with this online re-registration. Please contact your current school for more information or refer to our website for cross-boundary request procedures. westernquebec.ca/registration/register-a-student-to-school

[Report student departure from Western Quebec School Board](#)

3. If a change of address is required, click on **“Address change request”** and complete the required fields. Click **“Save”**.

Re-registration for the 2021-2022 School Year

✓ Identification

✓ School

3 Address

4 Questions

5 Confirmation

Student Main Address

[Redacted]

Resides with

[Redacted]

Effective since 2010-01-18

[Address change request](#)

[Previous](#)

[Next step](#)

A change of address will only be approved after you have provided the appropriate proof of address to the school such as driver's licence or utility bill and lease/deed.

4. Once all the sections have been reviewed and/or completed as required, check off the confirmation checkbox.

Re-registration for the 2021-2022 School Year

✓ Identification

✓ School

✓ Address

✓ Questions

5 Confirmation

Important Information

By completing the re-registration, you are confirming that your child will be returning (or not) to the Western Quebec School Board for the upcoming school

[Show all](#) ▾

☐ I confirm having read the important information above and am signing the registration. (Electronic signature)

[Previous](#)

Submit

5. To finish the re-registration process, click “**Submit**” once again.

Re-registration for the 2021-2022 School Year

✓ Identification

✓ School

✓ Address

✓ Questions

5 Confirmation

Important Information

By completing the re-registration, you are confirming that your child will be returning (or not) to the Western Quebec School Board for the upcoming school

[Show all](#) ▾

☒ I confirm having read the important information above and am signing the registration. (Electronic signature)

[Previous](#)

Submit

After the re-registration has been completed, you can view the form by going back to the main page and click on  .

Below you will see:

Registration

■■■■■ currently attends Western Quebec School Board.

The child was registered for school by ■■■■■ on Tuesday March 9th, 2021 08:21.

[View school registration](#) 

Please Note

- *If the student resides with both parents, both parents can create a portal account and view the student's information. Only one parent can complete the re-registration process online.*
- *In a split custody situation, both parents can create a portal account and view the student's information. Only the parent whose address has been identified as the student's main address with the school can complete the re-registration process online.*