

Hello!

This year, we are going to be using a program called Schoolmint to make the summer registration process as smooth as possible.

Below you will find a step-by-step guide on how to register your child for a BPS Summer Program.

To begin, follow the link provided by your child's school, it will bring you to the main landing page of the application on Schoolmint. You will be prompted to create an account and will be asked to provide general information (first name, last name, and password). **PLEASE: Note that you may change your preferred language. Please look at the picture below for references**

The image shows a screenshot of the Boston Public Schools Parent Login page. At the top, there is a blue header with the text "Parent Login" and a language selection dropdown menu currently set to "English". A yellow arrow points to this dropdown menu. Below the header is the Boston Public Schools logo and navigation links for "Learn More" and "Programs". The main content area is titled "Parent Login" and is split into two columns. The left column is for existing users, with fields for "Email or Phone" and "Password", and a "Login" button. The right column is for new users, with fields for "Guardian First Name", "Guardian Last Name", "Phone Number", "Guardian Email", "Confirm Email", "Password", "Confirm Password", "Preferred Language" (set to "English"), and "Preferred Communication". A "Support" button is located at the bottom left. At the bottom of the page, there is a blue footer with "Signout" and a "Select Language" dropdown menu. This menu is open, showing a list of languages: Chinese (Simplified), Chinese (Traditional), French, Haitian Creole, Portuguese, Somali, Spanish, and Vietnamese.

1. Once you create an account, it will bring you to the **Begin Application** page. Please answer these few questions. If you know your child's student ID please provide that information. If you do not know it, that is fine. Please read the **Requirements & Policies** before proceeding to the next page.

BOSTON Public Schools
Focus on Children

Learn More Programs

Begin Application

Thank you for your interest in the Boston Public Schools Summer School Application. On this page you will find a few instructions to get you started with the application.

Before beginning the application, we ask that you read our [Requirements & Policies](#).

School Year

i.1 Summer 2021-2022

Student Lookup (optional)

i.2 *Is this student currently enrolled in Boston Public Schools?

Yes No

Requirements & Policies

i.8 *I have read and agree to the [Requirements & Policies](#)

Agree

The Boston Public Schools Summer School Office would like to assure all applicants that the information gathered on this application is kept confidential, and will not be shared with anyone outside our office.

TIPS:

- You can save what you have already entered and return at a later time to complete the application by clicking the "Save and Exit" button.
- If you need to go back to any step, use the navigation bar to the left, or the "x Back" button at the bottom of the screen.

Support

Continue to Application

2. The application will ask you to provide your child's information. When finished, click continue.

Signout

Select Language

BOSTON Public Schools
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Learn More Programs

Application Progress

1. Student Information
2. Additional Information
3. Guardian Information
4. Summer Program Selection
5. Siblings
6. Boston & Beyond Consent Form
7. Signatures
8. Review & Send
9. Complete

Student Information

To begin the application process, please provide us with information about the student.

1.1 *Is the person completing this application form the parent/guardian?

Yes No

1.2 *First Name:

1.3 Middle Name:

1.4 *Last Name:

1.5 Preferred Nickname:

1.6 *Birthdate:

1.7 Gender: Male Female

1.8 *Pronouns: She/Her/Hers He/Him/His They/Them/Theirs Other - Please Specify

1.9 *Current Grade: Choose One

1.10 *Current School: Choose One

1.11 *Fall 2021 Grade: Choose One

Support

Requirements & Policies

3. The next step is to complete additional questions about your child.

The screenshot shows the 'Additional Information' section of the application. On the left, the 'Application Progress' sidebar lists steps 1 through 9, with step 2 'Additional Information' highlighted. The main content area contains questions 2.1 through 2.8. Question 2.1 is a dropdown menu for 'Language(s) student is most comfortable speaking:'. Questions 2.2 through 2.8 are radio button questions regarding allergies, IEP/504 plans, English learner status, special academic supports, and additional concerns. At the bottom, there are 'Continue', 'Back', and 'Save and Exit' buttons, along with a 'Support' link.

4. Next is information related to the Parent/Legal Guardian. First, you will indicate who the student/applicant lives with. When finished, click continue.

The screenshot shows the 'Guardian Information' section of the application. The 'Application Progress' sidebar on the left highlights step 3 'Guardian Information'. The main content area starts with a heading 'Guardian Information' and a sub-heading 'We will now need to collect information the applicant's guardian(s). Please complete the form below to continue.' Question 3.1 is a radio button question 'With whom does the applicant live?' with options: Both Parents, Mother Only (selected), Father Only, Mother & Step Parent, Father & Step Parent, and Legal Guardian. Below this, 'Guardian #1' information is collected through questions 3.2 to 3.12, including first and last names, relation, address, city, state, zip, and preferred contact number (Home, Mobile, or Daytime). At the bottom, there are 'Home Phone' and 'Mobile Phone' input fields. A 'Support' link is visible at the bottom left.

5. Here is where you will rank the BPS summer programs by preference. You are able to rank 5 programs. Information about each program can be found at bostonpublicschools.org/summer. If, at this point, you need to step away from the application to settle on your rankings, you have the

option to “save & exit” the application and come back to it at a later time. **PLEASE NOTE: Seats are filled on a first come-first served basis, please don’t step away from your application for too long.** When you’ve finished your rankings, click continue.

The screenshot shows the 'Summer Program Selection' step in the application process. On the left, a vertical progress bar lists steps 1 through 9, with step 4, 'Summer Program Selection', highlighted in green. Below the progress bar is a 'Support' button and a link to 'Requirements & Policies'. The main content area is titled 'Summer Program Selection' and includes a note: 'For program descriptions, please first click "Save & Exit" to save your progress, then visit the "Programs" page linked above. PLEASE NOTE: Your progress will not be saved unless you click "Save & Exit" first. Program options are limited to those in the dropdown menu based on grade and location.' Below the note are five selection sections, each with a dropdown menu and a refresh icon: '4.1 Please select your #1 choice:', '4.2 Please select your #2 choice:', '4.3 Please select your #3 choice:', '4.4 Please select your #4 choice:', and '4.5 Please select your #5 choice:'. At the bottom right, there is a 'Continue >' button.

6. If you would like to add additional children for the summer program, please fill out this section. If you are not including any other child, simply choose “no” and click continue.

The screenshot shows the 'Siblings' step in the application process. On the left, the progress bar highlights step 5, 'Siblings'. Below the progress bar is a 'Support' button and a link to 'Requirements & Policies'. The main content area is titled 'Siblings' and includes the question: 'Does this child have a sibling currently in the grades served by this program whom you also want to send to this program?'. Below this is a section for '5.1 Does the applicant have a brother/sister also applying on a separate application for the same summer programs?' with radio buttons for 'Yes' (selected) and 'No'. Section '5.2 Enter APPLYING sibling(s) information below. Format the birthdate as MM/DD/YYYY:' contains fields for 'First Name', 'Last Name', 'Birth Date', '2021 School' (a dropdown menu with 'Choose One' selected), and '21-22 Grade' (a dropdown menu). There is an 'Add Another Sibling' button below these fields. At the bottom, there are 'Continue >', '< Back', and 'Save and Exit' buttons.

7. Section 6 asks you to review and sign the Boston & Beyond/BPS Media Consent Form. Please be sure to read the full consent form. When you’re ready, click continue.

Application Progress

✓ 1. Student Information

✓ 2. Additional Information

✓ 3. Guardian Information

✓ 4. Summer Program Selection

✓ 5. Siblings

6. Boston & Beyond Consent Form

7. Signatures

8. Review & Send

9. Complete

 **Support**[Requirements & Policies](#)**Boston & Beyond Consent Form**

Dear Parent or Guardian,

Your student's after-school or summer program is part of a citywide project. The project aims to understand the quality of after-school and summer programs in Greater Boston, and how programs can help students grow their skills. Below, you will find more information about the project, which starts in May 2021 and ends in July 2022. Please let us know if your student will participate by checking off ONE box at the bottom and signing this form. Thank you!

What does this project need from my student to understand after-school and summer program quality?

a) Your student's information, such as: program attendance, school name, race, gender, grade, age/date of birth, English learner (EL) status, special needs code, home zip code, State Assigned Student Identifier (SASID), and BPS ID. You don't need to have all of this information. With your permission, this program or the Boston Public Schools (BPS) will provide it.

b) Your student's opinion on their experience in this program. This program will use one or more of these short surveys:

- Survey of Academic and Youth Outcomes (SAYO-Y): Asks about program experience and future plans.
- Holistic Student Assessment (HSA): Asks questions to understand their social and emotional strengths and needs.
- Common Instrument (CI): Asks about interest in science, technology, engineering, and math.

Will this information be private?

Yes. All of this data is private and is only used to improve after-school and summer programs. The data is only shared with organizations working on the citywide project: Boston After School & Beyond, BPS, the National Institute on Out-of-School Time (creators of the SAYO-Y), and PEAR Inc. (creators of the HSA and CI). These organizations will not publish anything that includes your student's name. All information is reported in groups (for example, all 6th grade students who attended summer programs). PEAR Inc. reserves the right to use all HSA and CI data for both research and educational purposes.

Other after-school and summer programs in this project may review your student's information to confirm whether your student is enrolled in their program. However, these programs will not be able to review your student's survey responses about their experience at this program. What else would this project

We're almost done! Your last two steps are signing the application (please be sure to read the short agreement statement here) and reviewing your application. Once you've reviewed your application, please click "send my application".

PLEASE NOTE: Each individual program will communicate whether their program will be offered in-person, remotely, or as a hybrid model.