

# Re-Enrollment Instructions

FOR CURRENT CHOICE STUDENTS

## 2025-2026 Open Enrollment February 3 to April 17, 2025

Each year, parents must complete the [Online Parent Application](#) via the DPI portal to continue receiving a choice voucher. Follow these steps for an easy guide on how to renew your choice application.

### 1 Obtain an acceptable\* **proof of address** document.



#### \*ACCEPTABLE DOCUMENTS:

- Wage statement
- Signed and current lease agreement
- Property tax bill
- Utility bill (water, electric, gas, cable or landline phone)
- Government correspondence

#### Document *must*:

- List address
- Include name(s) of parent(s) or guardian(s)
- Be dated within three (3) months of the start of open enrollment

### 2 Sign-in to the **online application** as a returning user using the email address and password from last year to complete the Online Parent Application.



*If you do not remember your password, use the "Forgot your password?" link on the sign-in page. Your password will be sent to the email registered.*

### 3 Verify the information entered is current, update information if needed and submit application.



*Information entered on your application **must** match with your proof of address (e.g., name, address).*

### 4 Check for email confirmation of application submission from the Department of Public Instruction.



### 5 Provide proof of address **to each school listed on your application, during the same open application period** or the application is ineligible.

Contact the school(s) listed on your choice application and ask them the best way to deliver proof of address.

#### Schools may accept documents:

1. In person
2. Email/Text  
(*Partial images are not accepted*)
  - Name of student(s)
  - Grade(s)
  - Birthdate(s)

## 6 *Renewal complete!*



For specific information, visit [schoolchoicewi.org/enroll](https://schoolchoicewi.org/enroll) or scan the QR code to download lists of participating choice schools.