

EZChildTrack PARENT PORTAL

Summer Sessions Help Guide



EZCHILDRACK PARENT HOMEPAGE

The image shows the EZChildTrack Parent Portal login and registration interface. At the top, there are three logos: EZChildTrack ParentPortal, FBISD (Fort Bend ISD) with the tagline 'INSPIRE • EQUIP • IMAGINE EXTENDED LEARNING', and Extended Learning Department. Below the logos, there are two main columns. The left column is for 'Returning Parents Sign In' and features an orange silhouette icon, a text input field for 'Email', a text input field for 'Password', an orange 'Sign In' button, and a link for 'Forgot Password? Click here'. The right column is for 'New Parents Open Account' and features a blue silhouette icon with a plus sign, a text box with the instruction 'If you **do not have an account** with *Extended Learning Department* then register for a program to open a new account.', and a blue 'Register' button. At the bottom of the interface, there is a light blue banner with the text 'Need Help with 'Fort Bend ISD' parent portal?' and contact information: 'Call 281-634-4220 Email extendedlearning@fortbendisd.com'.

www.ezchildtrack.com/fbisdeld/parent

Log in using either your existing account information, or create an account by clicking the “Register” button under New Parents Open Account box.

Please note:

Payment is due at the time the session is selected, so only register for the sessions you are prepared to pay for immediately. All tuition and fees must be paid before enrollment is complete.

EZChildTrack will log you out after 30 minutes of inactivity, and your information will not be saved. You cannot start the registration and come back to it later.

There is a \$50 registration fee paid once per child for the entire summer, regardless of the number of sessions attending. The registration fee is non-refundable and non-transferable, and is due at the time of registration.

Each weekly session is \$150.

If you already have an account, log in and click “Register” on the left side of your parent home screen under “Summer Program 2021”.

The image shows a section of the EZChildTrack Parent Portal interface titled 'Summer Program 2021'. It features a light blue header with the title and an information icon. Below the header, there are two buttons: 'Program Info' and 'Register'.

CREATING A NEW EZCHILDTRACK ACCOUNT

The email address you enter in the first box will be your sign in. The “Yes! I agree to receive emails” option allows us to communicate reminders, calendar changes, and other important program information.

Complete all fields with a red line.

You must enter either a Home Phone or a Cell Phone, but you do not have to do both. You may select the “Do not have” box.

Complete the information for second parent/guardian, or click the “Do not have a Secondary Account Holder” box.

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Summer Program 2021

[Registration Instruction](#) [Exit Application](#) X

1 My Account 2 My Children 3 Terms & Conditions 4 Payment 5 Finish

My Account [My Children](#)

Note: Fields marked with | are mandatory

Parent/Guardian 1 (Primary Account Holder)

Primary Account Holder Email Address
|

☐ Yes! I agree to receive emails

Last Name | M.I. | First Name | Gender
| | | | ☐ Male ☐ Female

Street Address | Apt. No. | City | State | Zip
| | | | --Select-- |

Work Phone | Extn. | Home Phone | Cell Phone
| | | |
☐ Do not have Home Phone ☐ Do not have Cell Phone

Are you a FBISD employee?
☐ Yes ☐ No

Driver's License Number
| TX |

Parent/Guardian 2 (Secondary Account Holder) ☐ Do not have a Secondary Account Holder

Parent/Guardian 2 (Secondary Account Holder) ☐ Do not have a Secondary Account Holder

Last Name | M.I. | First Name | Gender
| | | | ☐ Male ☐ Female

☐ Address same as Primary Account Holder

Street Address | Apt No. | City | State | Zip
| | | | --Select-- |

Work Phone | Extn. | Home Phone | Cell Phone
| | | |
☐ Do not have Cell Phone

Are you a FBISD employee?
☐ Yes ☐ No

Email
|

Driver's License Number
| TX |

☐ Yes! I agree to receive emails

Emergency Contact - 1

You can enter up to 2 emergency contacts with whom you would feel comfortable leaving your child and who could assume responsibility for your child if you could not be reached immediately in an emergency.
MUST BE at least 18 years of age to pick up children.
DO NOT enter primary/ secondary account holder as emergency contact.

Last Name

Rogers

M.I.

First Name

Fred

Street Address

456 Oak St

Apt No.

City

Sugar Land

State

Texas

Zip

77498-

Work Phone

() - -

Extn.

Home Phone

(281)555-8900

☐ Do not have Home Phone

Cell Phone

() - -

☒ Do not have Cell Phone

Driver's License Number

TX

77880099

Emergency Contact - 2

Last Name

M.I.

First Name

Street Address

Apt No.

City

State

--Select--

Zip

- -

Work Phone

() - -

Extn.

Home Phone

() - -

Cell Phone

() - -

Driver's License Number

TX

CREATING A NEW EZCHILDTRACK ACCOUNT

Enter at least one Emergency Contact. This is the person called in the event of an emergency if you or the secondary Parent/Guardian cannot be reached. You can include up to two.

Authorized to Pickup

You can enter up to 3 authorized individuals to pick up your child from the program on a non-emergency basis.
MUST BE at least 18 years of age to pick up children.
DO NOT enter primary/ secondary account holder or emergency contacts entered above.

1

Last Name

Summer

First Name

Grandma

Work Phone

() - -

Home Phone

(281)555-9876

Cell Phone

() - -

Driver's License Number

TX

00225588

2

Last Name

First Name

Work Phone

() - -

Home Phone

() - -

Cell Phone

() - -

Driver's License Number

TX

3

Last Name

First Name

Work Phone

() - -

Home Phone

() - -

Cell Phone

() - -

Driver's License Number

TX

My Children

Who else is authorized to pick up your children)? This person must be someone other than the primary/ secondary account holders or the emergency contacts.

Click on "My Children" at the bottom right.

EZChildTrack Parent Portal Help Guide

4

ENROLLING YOUR CHILD(REN)

Complete the information for your child(ren). Each child is done one at a time.

If you have an "Other" in the "Relationships" information, please specify (ex: Neighbor).

You must enter information for doctor and hospital details.

For children without special needs or medical conditions, please type "None"; otherwise, please explain.

If your child is not a FBISD student, select Out of District. You can leave "Student ID" blank.

Click "Save & Enroll Child".

1 My Account
2 My Children
3 Terms & Conditions
4 Payment
5 Finish

Girl Summer

Note: Fields marked with * are mandatory

Girl

Last Name

Summer

M.I.

First Name

Girl

Nick Name

Date Of Birth

5/1/2011

(mm/dd/yyyy)

Gender

☐ Male
☒ Female

T-Shirt Size

Youth Small

Is your child a FBISD student?

☒ Yes
☐ No

What is the first summer session that your child will be attending?

Session 1: June 4 - 1

Home Campus

Lakeview

Relationship - Reorder contacts on priority using up and down buttons or by drag and drop

1		Summer, Jane	Mother	<input checked="" type="checkbox"/> Authorized To Pick-Up	<input checked="" type="checkbox"/> Lives With
2		Summer, John	Father	<input checked="" type="checkbox"/> Authorized To Pick-Up	<input checked="" type="checkbox"/> Lives With
3		Rogers, Fred	Other Neighbor	<input checked="" type="checkbox"/> Authorized To Pick-Up	<input type="checkbox"/> Lives With
4		Summer, Grandma	Grandmother	<input checked="" type="checkbox"/> Authorized To Pick-Up	<input type="checkbox"/> Lives With

Street Address

1234 Oak St

Apt. No.

City

Sugar Land

State

Texas

Zip

77498-__

Medical Information

Does your child have any allergies? ☒ Yes ☐ No

List any allergies.

Please explain allergy and all possible reactions (mandatory):

seasonal allergies, dairy

Does your child have any special needs? ☐ Yes ☒ No

Doctor

Dr. Pediatrician

Doctor's Phone

(281)555-0011

Preferred Hospital

Pediatrics Hospital

Doctor's Address

223344 SW Fwy

Suite No.

100

City

Sugar Land

State

Texas

Zip

77498-__

Preferred Hospital Address

1234 SW Fwy

Preferred Hospital Phone Number

281-555-1100

Please explain: (Include information staff should be aware of, including any medications, etc.). If the program cannot meet the needs in a staff to student ratio of 1:15; it is not a suitable program for the child. A conference will be required.

None

School Information

1 My Account
2 My Children
3 Terms & Conditions
4 Finish

Enroll Girl Summer

Note: Fields marked with * are mandatory

Select Site

Preferred Site

Select Weeks

☐ Check All Weeks

☒ Week 1 (Jun 1 - Jun 5) [Enroll in different site](#)

Drabek

<input checked="" type="checkbox"/> Session 1 Elementary Tuition	<input checked="" type="checkbox"/> M <input checked="" type="checkbox"/> T <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> Th <input checked="" type="checkbox"/> F	6:30 AM - 6:30 PM	Reg. Fee \$150.00	Fee \$0.00 / Service Period
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☐ Week 2 (Jun 8 - Jun 12)

☒ Week 3 (Jun 15 - Jun 19) [Enroll in different site](#)

Drabek

<input checked="" type="checkbox"/> Session 3 Elementary Tuition	<input checked="" type="checkbox"/> M <input checked="" type="checkbox"/> T <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> Th <input checked="" type="checkbox"/> F	6:30 AM - 6:30 PM	Reg. Fee \$150.00	Fee \$0.00 / Service Period
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☐ Week 4 (Jun 22 - Jun 26)

☐ Week 5 (Jun 29 - Jul 3)

☐ Week 6 (Jul 6 - Jul 10)

☐ Week 7 (Jul 13 - Jul 17)

☐ Week 8 (Jul 20 - Jul 24)

ENROLLING YOUR CHILD(REN)

Select the Summer Preferred Site and weeks you would like to register and pay for at this time. You can select "Check All Weeks" for the entire program, June 7th through July 23rd.

Then check the boxes next to the session number.

Click on "Save Enrollment" when you've finished selecting weeks.

If you have any other children to register and enroll, click on "Add Child" and follow the previous steps. You can also edit the child's information or your child's enrollment from this screen.

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Registration Instruction
Exit Application X

My Children

Your application is not complete and has not been submitted. Please click on the green button below to proceed to the next step.

<input checked="" type="checkbox"/> Girl 5/1/2011 Grade: 3	Enrolled in 2 week(s) Change Enrollment Click here to change enrollment information Change Personal Data Click here to change personal data Skip Registration Click here if you want to remove Girl from registration
--	--

[Add Child](#)

[Back](#) [Terms & Conditions](#)


TERMS & CONDITIONS, MAKING PAYMENT

Please read the terms and conditions, mark that you agree, and type your initials.

When you've read through and completed the "Terms and Conditions", click the green "Payment" button at the bottom right.

On the payment screen, you can review the summer sessions added to your cart.


You have the option to pay by credit/debit card online.



Extended Learning Department
Summer Program 2021

[Registration Instruction](#)
[Exit Application](#)

1 My Account
2 My Children
3 Terms & Conditions
4 Payment
5 Finish


Terms and Conditions

Note: Fields marked with * are mandatory

Releases / Waiver

Emergency Medical Authorization

In the event that I cannot be reached to make arrangements for emergency medical care, I authorize the person in charge to seek treatment on my behalf and to transport the child if necessary.

☒ I agree for Girl
 Initials - Type your initials
 JS

Emergency Medical Consent

I give consent for this facility to secure any/all necessary emergency medical care for my child.

☒ I agree for Girl
 Initials - Type your initials
 JS

Immunizations

My child's immunization record is on file at their FBISD home campus and all immunizations are current. If your child is not currently enrolled in a FBISD school, you must provide a copy of your child's immunization record to the Extended Learning Main Office before camp starts.

☒ I agree for Girl
 Initials - Type your initials
 JS

Pick-up Authorization

I have included all persons who are authorized to pick up my child. My child will only be allowed to leave with the persons I have named. They will be required to show proof of identification. In the event of an emergency, the authorized persons may also be contacted. To add or drop persons from the list, I will make changes to my online account or provide written notice to program staff in advance. If a parent is not authorized to pick up the child, Extended Learning office staff must review court documentation to support that decision.


☐ I agree for Girl

Allergies

If I have noted that my child has any allergies, I will have the attached form completed and signed by my child's physician. I will return it to the summer campus site coordinator on or before the first day that my child attends.

[Licensing Allergy Form](#)


☒ I agree for Girl
☐ Yes ☐ No



Extended Learning Department
Summer Program 2021

[Registration Instruction](#)
[Exit Application](#)

1 My Account
2 My Children
3 Terms & Conditions
4 Payment
5 Finish



Payment


Fees

Item	
Fee for Girl	
Summer Registration Fee	\$0.00
Session 1 Elementary Tuition: Activity Registration Fee	\$150.00
Session 3 Elementary Tuition: Activity Registration Fee	\$150.00
Total Payable	\$350.00

[Click Here to View Refund Policy](#)

PAY NOW: Select Payment Method


Credit Card


Back

IMPORTANT:
During summer sessions, the automatic payment feature is not applicable as billing cycles run monthly, not weekly.

Extended Learning Department
Summer Program 2021

Registration Instruction
Exit Application X

1 My Account
2 My Children
3 Terms & Conditions
4 **Payment**
5 Finish

\$ **Payment**

Payment Amount

Total Payable: \$350.00

Select Payer

Paid by
Mom Summer

Name on Card (First Name)
Last Name

Mom
Summer

Street Address
Apt No

1234 Oak St

City
State
Zip

Sugar Land
TX
77498-

Home/Cell Phone
Email:

(555)123-4567
mom.summer@email.com

Primary Acct Holder will always receive an email receipt.

Set Card for future use

☐ Use this card for autopay

Back
Enter Credit Card

TERMS & CONDITIONS, MAKING PAYMENT

IMPORTANT: During summer sessions, the automatic payment feature is not applicable as billing cycles run monthly, not weekly. If you set up autopay, it will only be in effect for the school year program. Your student will not automatically be enrolled in the next Summer session. Your student is only enrolled in the sessions you've paid for at the time of registration.

You will receive an automatically-generated email when your student is enrolled in the summer session(s) you've submitted for registration. This can take up to ten business days.

Have questions or need help registering?



(281) 634-4220



extendedlearning@fortbendisd.com
extendeddaybilling@fortbendisd.com



Fortbendisd.com/extendedlearning