How to Access and Complete the Enrollment Packet

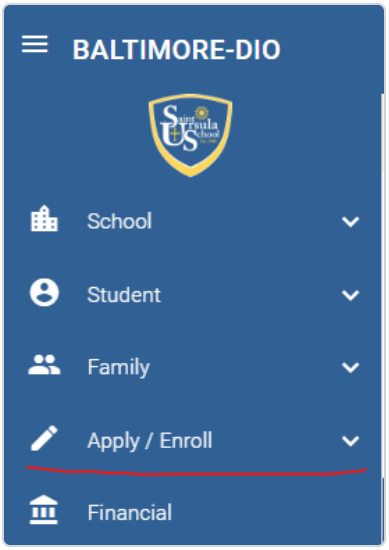
Enrolling through the Family Portal

1. If you haven't created your Family Portal account, please refer to the How to Create a Family Portal Account documentation

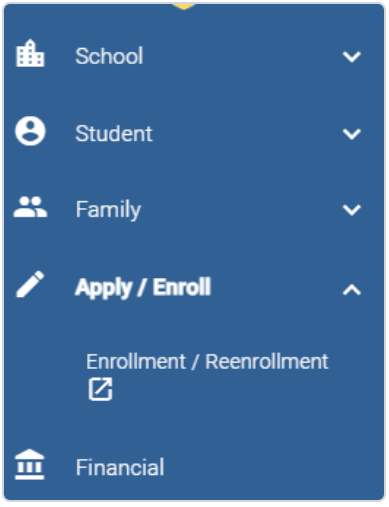
2. If you have already created your Family Portal account, click this link [Baltimore Family Portal]

3. Enter your username and password

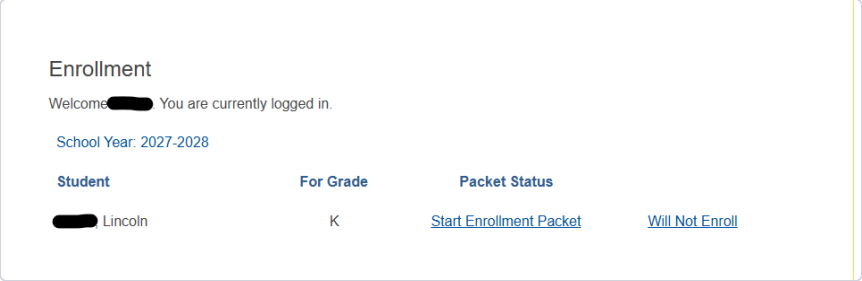
4. Once logged into Family Portal you will select **Apply / Enroll**



5. Select **Enrollment / Reenrollment** which will open a new browser window



6. Select **Start Enrollment Packet** or if you have already started the packet, select **edit**



7. The packet will pre-fill information such as family demographics for you. It is imperative that you review the information as part of this process for accuracy

8. A green check mark will appear on the left-hand navigation panel as you complete each section of the enrollment packet

9. You will receive an email once you have submitted the enrollment packet, if you don't receive an email, that means you have not completed the process