

## How to login to the student queue (SchoolSoft).

Only parents/students who have not yet been accepted into the school can log in to the student queue.

You can login to the student queue to update/change any of the details of your application. This is especially important when you change address, phone number or email. Your email address is one of the most important pieces of information as we use this to send out regular updates, even to those who will not start at the school for several years.

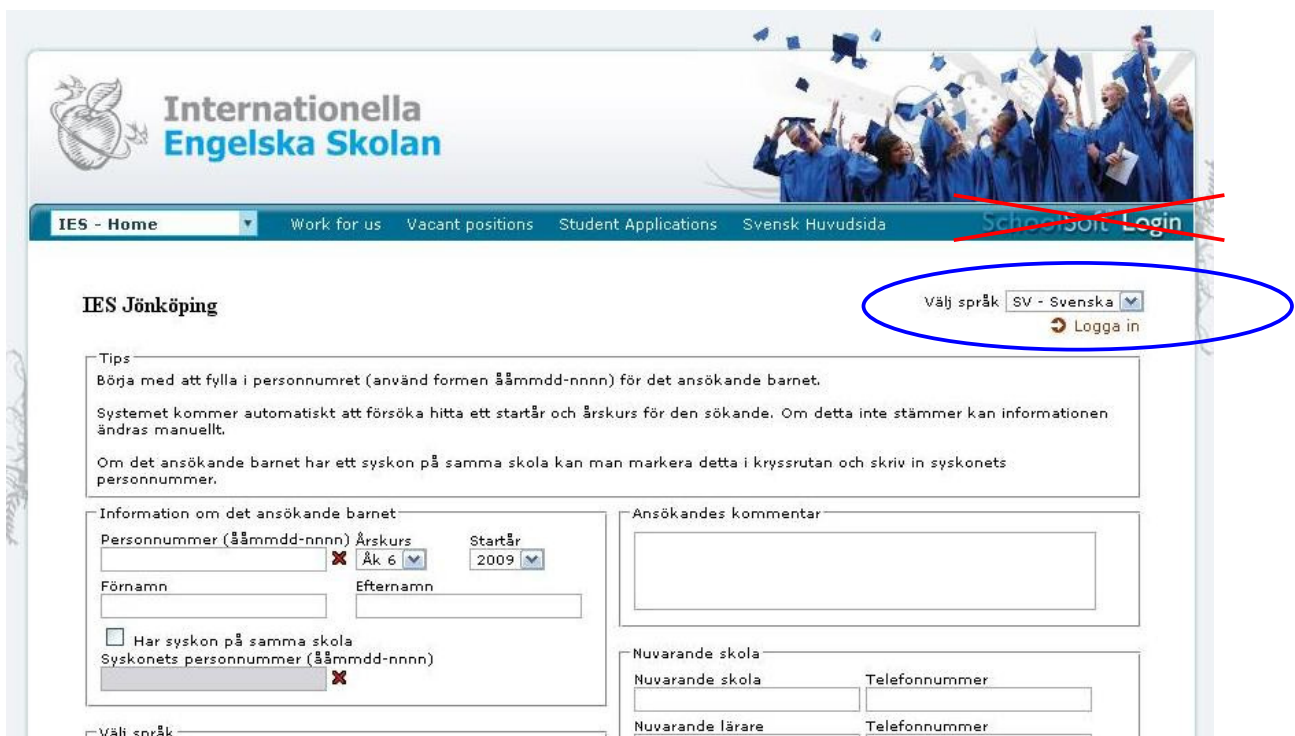
Note that there is a difference between logging in to the student queue system and SchoolSoft itself. You can not actually login to SchoolSoft until you have received training at the school in autumn.

Follow the steps below to login to the student queue:

- 1) Click on the link 'Elevanmälan – Student Applications



- 2) Click on the top right corner of the application form to log on ('Logga in')

A screenshot of the 'Internationella Engelska Skolan' website. The header features the school's logo and name. Below the header is a navigation bar with links: 'IES - Home', 'Work for us', 'Vacant positions', 'Student Applications', 'Svensk Huvudsida', and 'SchoolSoft Login'. The 'SchoolSoft Login' link is crossed out with a red line. Below the navigation bar, the page title is 'IES Jönköping'. In the top right corner, there is a language selection dropdown set to 'SV - Svenska' and a 'Logga in' button, both of which are circled in blue. The main content area contains a 'Tips' section, a form for entering student information (personnummer, årskurs, startår, förnamn, efternamn), a checkbox for 'Har syskon på samma skola', and a section for 'Nuvarande skola' with fields for school and teacher names and phone numbers. There is also a 'Välj språk' dropdown at the bottom left.

You will then see this screen:

IES Jönköping

**Logga in**

Personnummer

Lösenord

[Om du glömt ditt lösenord, klicka här!](#)

- 3) Enter the social security number/personnummer of the **student**, together with the password you received when you made your application. If you have not received a password in your email it could be because:
- there was a mistake with your email address
  - you do not have an email address or
  - you applied by sending in a paper application form.

If you do not have a password, you can ask for a new one, just click on the link below the login fields ('Om du glömt ditt lösenord, klicka här!'). You will need the student's personnummer and one of the email addresses registered with your application in the system. If you do not have an email or have changed it recently, please contact our secretary, Minna Ryan-Ericsson on 0736 25 72 48.

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All parents and students will receive training in how to use the full SchoolSoft system after the school has opened.