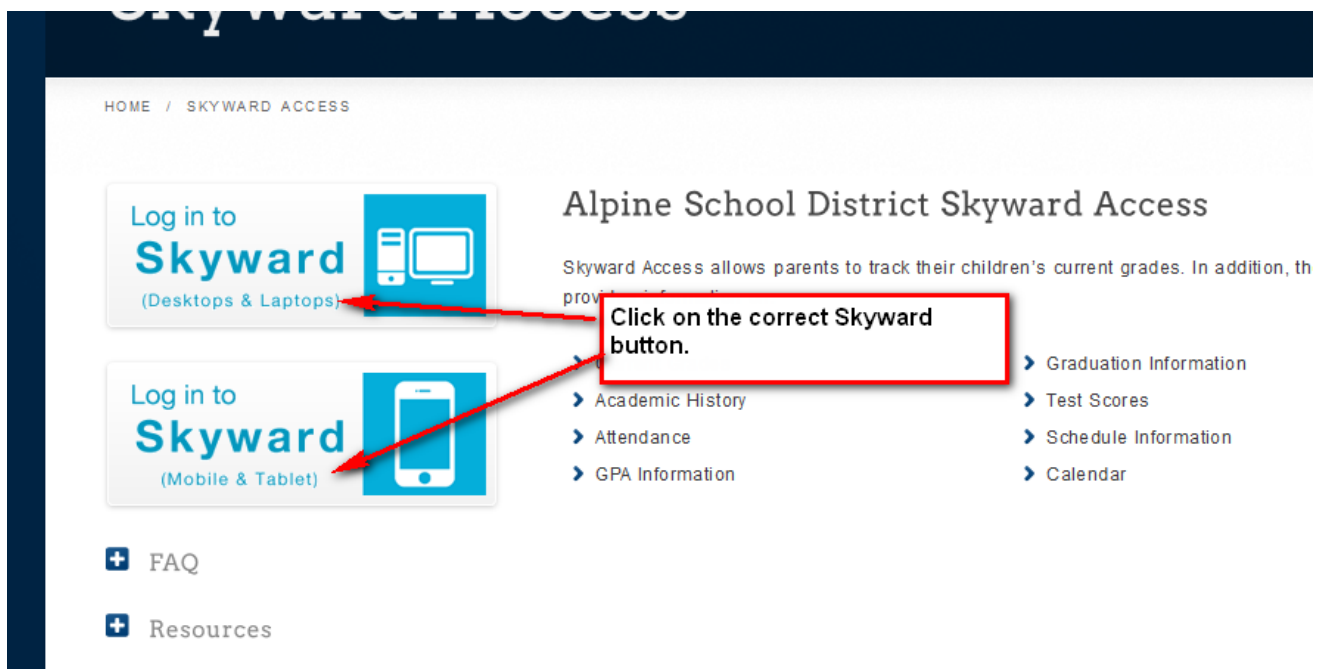
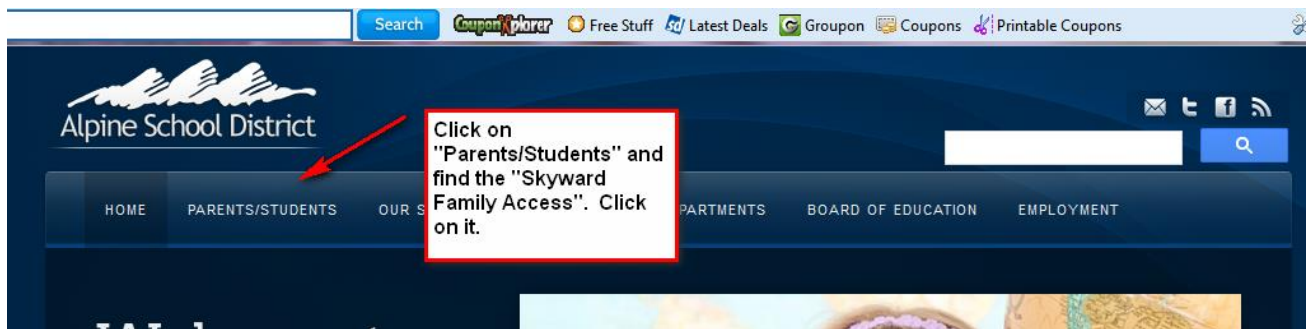


ALPINE SCHOOL DISTRICT PARENT TUTORIAL

HOW TO MAKE CHANGES TO YOUR STUDENT'S EMERGENCY CONTACT INFORMATION IN SKYWARD.

- 1) LOGIN TO SKYWARD USING YOUR LOGIN AND PASSWORD. YOU WILL NOT BE ABLE TO MAKE ANY CHANGES IF YOU ARE LOGGING IN AS YOUR STUDENT.

GO TO THE SKYWARD LOGIN SCREEN, ON THE ALPINE SCHOOL DISTRICT WEBSITE : www.alpineschools.org



IF YOU HAVE FORGOTTEN YOUR LOGIN AND PASSWORD:

CLICK ON "Forgot my login and password".

Login to Skyward. If you have forgotten your Login and/or password or never received it, click on "Forgot your Login/Password"

SKYWARD®
Alpine School District
Student Production - Live

Login ID:

Password:

Sign In

[Forgot your Login/Password?](#)

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Login Area: All Areas

YOU WILL ENTER YOUR EMAIL ADDRESS. THIS WILL BE THE EMAIL ADDRESS YOU GAVE THE SCHOOL FOR SKYWARD.

SKYWARD®

Forgotten Login/Password Assistance

Please enter your email address or user name. If it matches the email or user name the district has on file, you will be sent an email containing your login and a link that can be used to reset your password.

Email or User Name:

Submit Back

Enter the email address you gave the school for Skyward. Submit

YOUR LOGIN AND PASSWORD WILL BE SENT TO YOUR EMAIL. IF YOUR EMAIL ADDRESS IS NOT IN SKYWARD, CONTACT THE SCHOOL AND HAVE THEM ADD IT.

2) CLICK ON "STUDENT INFORMATION" TO GET TO THE CORRECT SCREEN.

Student: [Redacted] School: **TIMBERLINE MIDDLE**

Student Information Student/Family Info

General Information

- Calendar
- Student Information**
- Gradebook
- Message Center
- Attendance
- Schedule
- Graduation Requirements
- Test Scores
- Report Cards
- Academic History
- Email Notifications
- Login History

Contact Information

Address: [Redacted] Highland, UT 84003-3649

Mailing Address: [Redacted] Highland, UT 84003-3649

Phone: [Redacted]

School Email: [Redacted]

Alert Information

General Information

Birthdate: [Redacted] Age: **13**

Grad. Year: **2018 (07)** Language: **English**

School: **TIMBERLINE MIDDLE** Locker: **01070**

Status: **Active - Full-time** Combination: [Redacted]

Other ID: [Redacted] Community Service: **0.00 Hours**

Click on "Student Information"

Request Change(s) to my Child's Information

CLICK ON "REQUEST CHANGE(S) TO MY CHILD'S INFORMATION"

Student Information Student/Family Info

Request Change(s) to my Child's Information

Contact Information

Address: [Redacted] Mailing Address: [Redacted]

On the upper right side of the screen, click on "Request Change(s) to my Child's Information."

Request Change(s) to Information for [Redacted]

Student Information

General Information

Student Name:
Home Phone:
Second Phone:
Third Phone:
Student School Email:
Student Home Email:
Language:
Race:
Gender:
Birthday:

If you click on this button you will be able to change your home phone number. Be sure to save.

If you need to make a change to your student's name or birth date please contact the school.

Request Changes to Student Information

Primary Family Information

Primary Address

[Redacted]

County:

Mailing Address

You cannot make changes to your address. You must contact the school for Address changes.

This button allows you to make changes to your phone numbers, employer information, and email address.

Request Changes to Family Address

Request Changes to Family Information

Alert/Emergency Information

Critical Alert Information

Physician: [Redacted]

View History

Request Changes to Alert Information

This button will allow you to enter information If your student has a medical condition or a need the school should be aware of . This information will go to the School Nurse. After the Nurse approves the update you will see it in Skyward.

Emergency Contacts

Here you can make changes to your Emergency Contacts.

Contact Number: Primary Phone:

Relationship:

Comment:

Here you can change the order of your contacts. In an Emergency situation, if the school cannot reach you, they will start making calls from your Emergency Contact list. They will start at the top of the list and work their way down.

Here you can add up to 8 Emergency Contacts.

Request Changes to Emergency Contacts

Change Order of Emergency Contacts

Add a New Emergency Contact

Health Information

Emergency Contact

Request Changes to Health Information

Health Problems

n/a

Here you can request changes to Health Information that is already entered in Skyward. This information will be sent to the School Nurse. Once the Nurse approves the change you will see the change in Skyward.

Request Changes to Health Information