



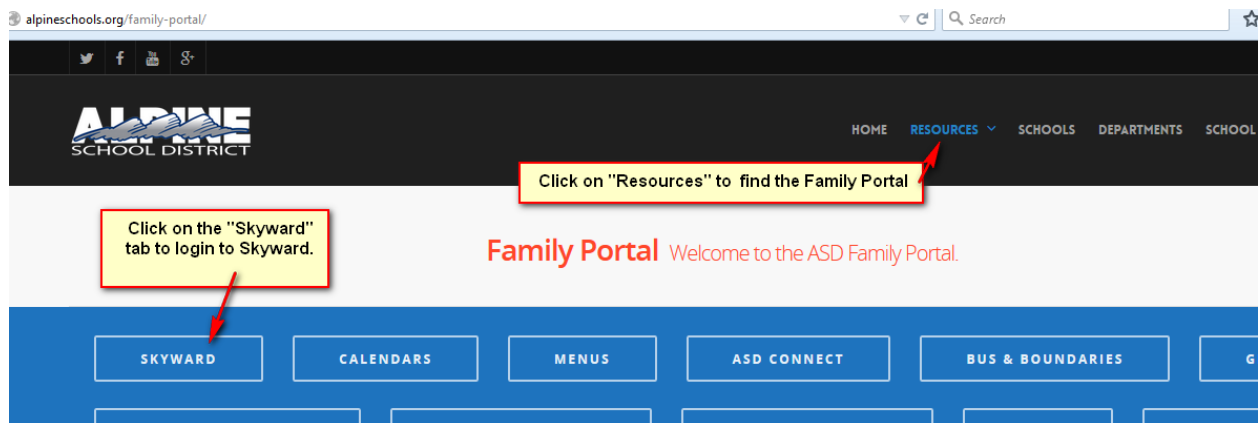
7/2015

SKYWARD ONLINE STUDENT INFORMATION UPDATE

PARENT SKYWARD TUTORIAL

LOGIN TO SKYWARD USING YOUR PARENT LOGIN AND PASSWORD. YOU WILL NOT BE ABLE TO COMPLETE THE ONLINE STUDENT INFORMATION UPDATE IF YOU ARE LOGGING IN AS YOUR STUDENT.

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



YOU WILL BE TAKEN TO THE SKYWARD LOGIN SCREEN

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"



Login ID:

Password:

Sign In

[Forgot your Login/Password?](#)

05.13.02.00.11-10.2

Login Area: All Areas

YOU WILL ENTER YOUR EMAIL ADDRESS. THIS WILL BE THE HOME EMAIL ADDRESS YOU HAVE PREVIOUSLY ENTERED IN 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 THE SECRETARY ADD IT TO YOUR PROFILE.

THE STUDENT INFORMATION UPDATE WILL BE AVAILABLE FOR YOU TO MAKE CHANGES FROM AUG 1.

You will be able to continue to Login to Skyward through out the School year and make changes to phone numbers, email addresses and Emergency Contacts.

NOTE:

YOU WILL DO THE FOLLOWING FOR EACH OF YOUR CHILDREN WHO ARE ATTENDING A SCHOOL IN ALPINE SCHOOL DISTRICT.

LOGIN TO SKYWARD:

CLICK ON THE "GO TO STUDENT INFORMATION UPDATE" LINK

YOU WILL SEE THE FOLLOWING SCREEN.

The screenshot shows the Skyward Family Access interface. At the top left is the Skyward logo and 'Family Access' text. Below it is a dropdown menu for 'All Students'. On the right, there is a search bar and 'My Account' link. A notification banner at the top reads: 'Student Information Update is now open until 09/30/2014'. Below this, a message states: 'Student Information Update at AMERICAN FORK JR. HIGH SCHOOL for the 2014-2015 school year is now open, yet has not been completed for Emma.' A blue link 'Go to Student Information Update for Emma' is circled in red, with a red arrow pointing to it from a yellow box labeled 'Click here'. The left sidebar contains navigation links: Home, Student Information Update, Arena Scheduling, Calendar, Gradebook, and Attendance. The bottom of the screen shows a user profile for 'Emily Finley (CHEMISTRY / 070, Period 7)' and the date 'Tue May 20, 2014 10:16pm'.

DO THE FOLLOWING FOR EACH STEP

- 1- CLICK ON EACH STEP TO OPEN IT. PLEASE OPEN AND REVIEW EACH SCREEN.
- 2- REVIEW THE INFORMATION AND MAKE ANY NEEDED CHANGES
- 3- **MARK THE STEP AS COMPLETED** WHEN YOU HAVE DETERMINED THE INFORMATION IS CORRECT.

STUDENT INFORMATION SCREEN:

NOTE: IF YOU NEED TO MAKE CHANGES TO YOUR STUDENT'S NAME OR BIRTH INFORMATION, PLEASE CONTACT THE SCHOOL. STUDENT NAMES IN SKYWARD MUST BE THEIR LEGAL NAME AS FOUND ON THEIR BIRTH CERTIFICATE. PARENT NAMES IN SKYWARD SHOULD ALSO BE LEGAL NAMES.

Family Access
Emm [redacted]

Review this screen and make changes if necessary.

Home
Student Information Update
Arena Scheduling
Calendar
Gradebook
Attendance
Student Info
Schedule
Test Scores
Graduation Requirements
Teacher Conferences
Academic History
Portfolio
SkyIert
Login History

Student Information Update
Emma (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 1a. Verify Student Information: Student Information [Undo]

1. Verify Student Information
a. Student Information
b. Family Address
c. Family Information
d. Emergency Information
e. Emergency Contacts
f. Health Information
2. Verify Ethnicity/Race
3. School Discipline Policy
4. Verify/Update SkyIert Information
5. Acceptable Use Policy
6. Student Personal Information Release
7. School Website
8. School Fee Payment
9. Complete Student Information Update

Step 1

General Information

First: Emma Middle: J
Last: [redacted] Suffix: [redacted]
* Birthday: [redacted] Gender: Female
Language: English
School Email: [redacted]@alpinesd.org Home Email: [redacted]

Allow Publication of Student's Name for: [?]
Military Use: Yes Higher Ed Use: Yes

I have completed this step

(*) Indicates a required field.

Check the box to complete this step

Previous Step Next Step
Close and Finish Later

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

ON THE BOTTOM RIGHT HAND SIDE OF THE SCREEN YOU CAN GO TO THE NEXT STEP OR CLOSE AND FINISH LATER.



FAMILY ADDRESS SCREEN:

Only make address changes, if you have moved to a new address from the address you see here. Address changes must be approved by the office. You will need to take "proof of residency" to the front office of your school. The "Address" is your mailing address unless you enter a different address in the "Mailing Address" information. **DO NOT enter the same address, as your physical address, for the "Mailing Address".**

Home

Student Information Update

Calendar

Attendance

Student Info

Test Scores

Teacher Conferences

Portfolio

Skylert

Login History

Student Information Update

Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 1b. Verify Student Information: Family Address Undo

Address Preview Address

Street Number: Street Dir: W Street Name: 350 S

SUD: # P.O. Box:

Address 2:

Zip Code: 84003A Plus 4: City/State: American Fork, UT

County:

Mailing Address Same as Address Uncheck this box to enter a mailing address.

Street Number: Street Dir: Street Name:

SUD: # P.O. Box:

Address 2:

Zip Code: Plus 4: City/State:

I have completed this step

Previous Step Next Step

Close and Finish Later

1. Verify Student Information

a. Student Information

b. Family Address

c. Family Information

d. Emergency Information

e. Emergency Contacts

f. Health Information

2. Verify Ethnicity/Race

3. School Discipline Policy

4. Verify/Update Skylert Information

5. Acceptable Use Policy

6. Student Personal Information Release

7. School Website

8. School Fee Payment

9. Complete Student Information Update

If you make an address change it will not change immediately in Skyward. Once an electronic approval has been updated by the school, you will see the change in Skward. Address changes require a proof of residency.

TO COMPLETE AN ADDRESS CHANGE YOU MUST BRING "PROOF OF RESIDENCY" TO THE SCHOOL.

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

FAMILY INFORMATION SCREEN:

Home

Student Information Update

Calendar

Attendance

Student Info

Test Scores

Teacher Conferences

Portfolio

Skylert

Login History

Student Information Update

Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 1c. Verify Student Information: Family Information Undo

Family Options

Home Language: English Receive a Paper Copy of Report Card

Guardian Number: 1

Name: Mat

Relationship:

Employer:

Home Email: @aol.com

Primary Phone: (801) Ext:

Work (801) Ext:

Cell (801) Ext:

Guardian Number: 2

Name: Stacy

Relationship:

Employer:

Home Email: @aol.com

Work (801) Ext:

Cell (801) Ext:

I have completed this step

Previous Step Next Step

Close and Finish Later

1. Verify Student Information

a. Student Information

b. Family Address

c. Family Information

d. Emergency Information

e. Emergency Contacts

f. Health Information

2. Verify Ethnicity/Race

3. School Discipline Policy

4. Verify/Update Skylert Information

5. Acceptable Use Policy

6. Student Personal Information Release

7. School Website

8. School Fee Payment

9. Complete Student Information Update

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

EMERGENCY INFORMATION SCREEN:

THIS INFORMATION, IS NOT REQUIRED, BUT CAN HELP US IN AN EMERGENCY SITUATION IF WE CANNOT CONTACT YOU.

The screenshot shows the 'Student Information Update' interface for a student named Zoey (AMERICAN FORK, JR. HIGH SCHOOL 2014-2015). The current step is 'Step 1d. Verify Student Information: Emergency Information'. The main form area contains fields for 'Physician', 'Dentist', 'Hospital', 'Insurance', and 'Policy'. The 'Physician' field is pre-filled with 'Last Name: Cheryl' and 'First: 801-'. Below the form is a checkbox labeled 'I have completed this step'. On the right side, there is a vertical list of steps from 1 to 9, with 'd. Emergency Information' highlighted in blue. At the bottom, there are buttons for 'Previous Step', 'Next Step', and 'Close and Finish Later'.

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

EMERGENCY CONTACTS SCREEN:

YOU CAN HAVE UP TO 8 EMERGENCY CONTACTS. LEGAL GUARDIANS/PARENTS SHOULD NOT BE LISTED AS EMERGENCY CONTACTS ON THIS SCREEN. LEGAL GUARDIANS ARE ALWAYS CONTACTED FIRST IN AN EMERGENCY SITUATION.

The screenshot shows the 'Emergency Contacts' screen. At the top left, there is a header 'Emergency Contacts' and an 'Undo' button. Below the header is a button labeled 'Add Emergency Contact'. Underneath the button is a checkbox labeled 'I have completed this step'. On the right side, there is a vertical list of steps from 1 to 9, with 'e. Emergency Contacts' highlighted in blue. At the bottom, there are buttons for 'Previous Step', 'Next Step', and 'Close and Finish Later'. A red arrow points from the 'Add Emergency Contact' button to the 'I have completed this step' checkbox.

Student Information Update

Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 1e. Verify Student Information: Emergency Contacts Undo

Add Emergency Contact

Contact Number: 1

First: Karen

Middle:

Last:

Relationship:

Comment: Aunt

Primary Phone: (801) Ext:

Cell: (801) Ext:

Pick Up:

Delete this Emergency Contact

To remove an emergency contact click here.

Contact Number: 2

First: Annette

Middle:

Last:

Relationship:

Comment: Grandmother

Primary Phone: (801) Ext:

Work: (801) Ext: 0

Pick Up:

Delete this Emergency Contact

1. Verify Student Information

a. Student Information

b. Family Address

c. Family Information

d. Emergency Information

e. Emergency Contacts

f. Health Information

2. Verify Ethnicity/Race

3. School Discipline Policy

4. Verify/Update SkyAlert Information

5. Acceptable Use Policy

6. Student Personal Information Release

7. School Website

8. School Fee Payment

9. Complete Student Information Update

Previous Step Next Step

Close and Finish Later

ON THE EMERGENCY CONTACT SCREEN, YOU WILL CLICK ON "ADD EMERGENCY CONTACT" TO ENTER NEW INFORMATION.

Step 1e. Verify Student Information: Emergency Contacts Undo

Add Emergency Contact

Contact Number: 6

* First:

Middle:

* Last:

Relationship:

Comment:

(*) Indicates a required field.

Enter the correct information

Save

Contact Number: 2

First: Sid

Primary Phone: (801) 623-3588 Ext:

Delete this Emergency Contact

1. Verify Student Information

a. Student Information

b. Family Address

c. Family Information

d. Emergency Information

e. Emergency Contacts

f. Health Information

2. Verify Ethnicity/Race

3. School Discipline Policy

4. Verify/Update SkyAlert Information

5. Acceptable Use Policy

6. Student Personal Information Release

7. School Website

8. School Fee Payment

9. Complete Student Information Update

AS YOU ADD EMERGENCY CONTACT INFORMATION , SKYWARD WILL LOOK AT THE DATA BASE AND BRING UP SUGGESTIONS. PLEASE LOOK AT THE CHOICES CAREFULLY AND CHOOSE THE MOST CORRECT.

Step 1e. Verify Student Information: **Emergency Contacts** Undo 1. Verify St...

Add Emergency Contact ✕

Contact Number:

* First:

Middle:

* Last:

Relationship:

Comment:

(*) Indicates a required field

Primary Phone: Ext:

Cell: Ext:

Pick Up:

As you enter information you will see scroll bars appear. Move the scroll bars to see your choices.

First: Primary Phone: Ext:

IF YOU DO NOT SEE A SUGGESTION GO AHEAD AND ENTER THE NEW INFORMATION.

WHEN THE INFORMATION IS COMPLETE, CLICK THE SAVE BUTTON.

YOU CAN ALSO REMOVE A CURRENT EMERGENCY CONTACT ON THIS SCREEN.

Delete this Emergency Contact

Primary Phone: Ext:

Cell: Ext:

Pick Up:

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

HEALTH INFORMATION SCREEN:

Student Information Update
Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 1f. Verify Student Information: Health Information [Undo](#)

Health Problems: Enter health problems in this box.

Allergy Notes: Septtra Enter allergy information here.

Medication Notes: If you student is on medication that the school should be aware of , enter that information here.

Hospital Notes:

Vision Notes: School nurses will be monitoring this screen.

Hearing Notes:

Other Concerns:

I have completed this step

1. Verify Student Information
a. Student Information
b. Family Address
c. Family Information
d. Emergency Information
e. Emergency Contacts
f. Health Information
2. Verify Ethnicity/Race
3. School Discipline Policy
4. Verify/Update Skylert Information
5. Acceptable Use Policy
6. Student Personal Information Release
7. School Website
8. School Fee Payment
9. Complete Student Information Update

[Previous Step](#) [Next Step](#)
[Close and Finish Later](#)

HEALTH INFORMATION CHANGES WILL AUTOMATICALLY BE SENT TO THE SCHOOL NURSE. THIS WAY YOU WILL KNOW THE NURSE IS AWARE OF YOUR CHILD'S HEALTH NEEDS. **WHEN THE NURSE APPROVES THE CHANGE, YOU WILL SEE THE CHANGE IN SKYWARD.**

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

VERIFY ETHNICITY/RACE SCREEN:

READ THE LETTER AND THEN CLICK ON "CONTINUE".

Student Information Update

Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 2. Verify Ethnicity/Race

Dear Parent or Guardian:

Every school district is required to report to the Department of Education each year student data by race and ethnicity categories that are set by the federal government. The Department of Education does not report individual student data to the federal government but does report the total number of students in various categories in each school. These reports help us keep track of changes in student enrollments and ensure that all students receive the education programs and services to which they are entitled.

Please complete the online form by no later than the first day of school.

For more information about the student data reporting categories for ethnicity and race, please contact the district office.

Sincerely,
Alpine School District

I have completed this step

1. Verify Student Information
 a. Student Information
 b. Family Address
 c. Family Information
 d. Emergency Information
 e. Emergency Contacts
 f. Health Information
2. Verify Ethnicity/Race
 3. School Discipline Policy
 4. Verify/Update SkyAlert Information
 5. Acceptable Use Policy
 6. Student Personal Information Release
 7. School Website
 8. School Fee Payment
 9. Complete Student Information Update

VERIFY THE INFORMATION AND MARK AS COMPLETED.

Student Information Update

Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 2. Verify Ethnicity/Race

Please answer BOTH questions 1 and 2.

1. Is Zoey Hispanic or Latino?
 No, My Child is not Hispanic or Latino
 Yes, My Child is Hispanic or Latino - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race

2. What is Zoey race? (Please mark all that apply)
 American Indian or Alaska Native - A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment
 Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, e.g., Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
 Black or African American - A person having origins in any of the black racial groups of Africa
 Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands
 White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

3. What is Zoey Tribal Affiliation?
 (Required if race is American Indian or Alaska Native)

I have completed this step

1. Verify Student Information
 a. Student Information
 b. Family Address
 c. Family Information
 d. Emergency Information
 e. Emergency Contacts
 f. Health Information
2. Verify Ethnicity/Race
 3. School Discipline Policy
 4. Verify/Update SkyAlert Information
 5. Acceptable Use Policy
 6. Student Personal Information Release
 7. School Website
 8. School Fee Payment
 9. Complete Student Information Update

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

SCHOOL DISCIPLINE POLICY SCREEN:

READ THE SCHOOL DISCIPLINE POLICY BY CLICKING ON THE "School Discipline Policy" link.

Home	Student Information Update	
Student Information Update	Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)	
Calendar	Step 3. School Discipline Policy As required by 2014 Utah state code, Alpine School District is requesting that you read and become familiar with school discipline policies. Your electronic signature acknowledges access to your child's school discipline and conduct policy. For further information, refer to applicable school rules and regulations by accessing your school's student handbook. Please visit your specific school's URL(s) from the link provided to be better informed.	
Attendance	School Discipline Policy	
Student Info	<input type="checkbox"/> I have completed this step	
Test Scores		
Teacher Conferences		
Portfolio		

DISCIPLINE POLICY WILL LOOK SOMETHING LIKE THIS:

American Fork Junior High School

*Student and Parent
Handbook
2014-2015*

Each school will have their own discipline policy here

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

VERIFY/UPDATE SKYLERT INFORMATION SCREEN:

ON THIS SCREEN YOU CAN DETERMINE HOW YOU WANT TO RECEIVE INFORMATION FROM THE SCHOOL BY CLICKING ON THE CORRECT BOXES.

Student Information Update

Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 4. Verify/Update Skyler Information

Skyler enables you to receive notifications concerning your child(ren). You have control over which notifications to receive and how you would like to receive them.

Choose the phone number and type of information you want to receive on the

My Skyward Contact Information

Contact Info	School Hours Emergency	Attendance	General	Non-school Hours Emergency	Survey
* Primary Phone: (801) [redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Family With Zoey:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Work Phone: (801) [redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family With Zoey:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cell Phone: (801) [redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family With Zoey:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Home Email: [redacted]@aol.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Emergency:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

You can receive information by email.

Additional Contact Info for Family With Zoey

Phone Numbers	School Hours Emergency	Attendance	General	Non-school Hours Emergency	Survey
Additional Phone 1: [redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
You can add another phone					
Email Addresses	School Hours Emergency	Attendance	General	Non-school Hours Emergency	Survey
Additional Email 1: [redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Email 2: [redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Email 3: [redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
You can add additional email addresses.					
Text Message Numbers	School Hours Emergency	Attendance	General	Non-school Hours Emergency	Survey
Phone 1: [redacted]	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
You can choose to receive a text.					

I have completed this step

Previous Step Next Step Close and Finish Later

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

ACCEPTABLE USE POLICY SCREEN:

THIS STEP IS PERMISSION FOR YOUR STUDENT TO USE THE INTERNET, **DISTRICT ONLY** STUDENT EMAIL, GOOGLE DOCS AND OTHER INTERNET SCHOOL RELATED SERVICES. **READ THIS FORM CAREFULLY.**

YOU MAY HAVE COMPLETED THIS FORM LAST YEAR. PLEASE MAKE SURE IT IS CORRECT. STUDENTS WHO DO NOT HAVE APPROVAL WILL NOT BE ALLOWED ON SCHOOL COMPUTERS. PLEASE CLICK ON "SAVE" BEFORE LEAVING THIS SCREEN.

Student Information Update

Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)

Step 5. Acceptable Use Policy

Acceptable Use Policy I have completed this step

1. Verify Student Information

- a. Student Information
- b. Family Address
- c. Family Information
- d. Emergency Information
- e. Emergency Contacts
- f. Health Information

2. Verify Ethnicity/Race

3. School Discipline Policy

4. Verify/Update SkyAlert Information

5. Acceptable Use Policy

6. Student Personal Information Release

7. School Website

Alpine School District
Student Computer & Internet Use Permission Slip
School: AMERICAN FORK JR. HIGH SCHOOL
Name: Zoey
Student Id #

Recognizing the fundamental role technology plays in the 21st Century, Alpine School District supports and encourages the appropriate and responsible use of technology in student learning. Alpine School District will take reasonable measures to protect students and ensure that technology use aligns with educational objectives.

The current policy, including rules and regulation, is found at: <http://policy.alpinedistrict.org/policy/5225-Internet-Wide-Area-Network-Acceptable-Use-Rule> or may be obtained at any district school. It is the responsibility of the student and parent/guardian to understand the current policy.

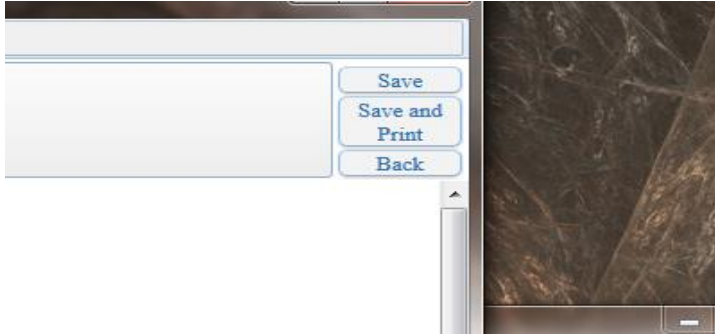
By signing below, I acknowledge I have read and reviewed with my student the rules and regulations association with the Alpine School District Acceptable Use policy. Furthermore, I acknowledge these rules and regulations apply to both district and personal devices while on school property.

As the parent/guardian of the student,
 I grant permission for my child to use the Alpine School District wide area network/Internet in ALL the following ways:

- Internet services
- Student Email

Checking this box, gives your student access to District only student emails and Internet access.

YOU CAN PRINT COPIES OF THIS APPROVAL. PLEASE CLICK ON SAVE BEFORE LEAVING THIS SCREEN.



BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP

STUDENT PERSONAL INFORMATION RELEASE SCREEN:

THIS RELEASES GIVES THE SCHOOL PERMISSION TO USE YOUR STUDENT'S NAME AND/OR PICTURE IN A MEDIA FORM. **READ THIS FORM CAREFULLY.**

A screenshot of a web application titled "Student Information Update". The user is identified as "Zoey (AMERICAN FORK JR. HIGH SCHOOL 2014-2015)". The current step is "Step 6. Student Personal Information Release". A link labeled "Student Personal Information Release" is visible, with a red arrow pointing to it from a yellow box containing the text "Click here to complete.". To the right of the link is a checkbox labeled "I have completed this step". A sidebar on the left contains navigation links: Home, Student Information Update (highlighted), Calendar, Attendance, Student Info, Test Scores, and Teacher Conferences. On the right side, there is a list of steps: 1. Verify Student Information (with sub-steps a-f), 2. Verify Ethnicity/Race, and 3. School Discipline Policy.



Alpine School District

Student Media Release -- School and District Publications

Name: Zoey [Redacted]
Grade: [Redacted]

Dear Parents,

Alpine School District seeks to promote the positive accomplishments of students. Accordingly, your child's projects, photo/video, comments and name might be printed or posted on the web by the school, district or external media. Please select all appropriate options. At any time you may update your preferences in Skyward.

Release for School and District Print Publications

For school and District

Yes No The school/district may publish--in print form--my child's projects, phot/video, comments, and name.

Date:

Choose "Yes" or "No" and please enter a date.

Release for School and District Web/Social Media

For School, District WEB and Social Media.

Yes No The school/district may publish--in electronic format--my child's projects, photo/video, comments, and name. I understand that this information will be available on the Internet (please note that this does not replace the district's Acceptable Use Policy or imply permission to use

Internet services).

Date:

For Media outside of the District.

Release for External Media

Yes No External media (newspaper, television, radio, and so forth) may broadcast my child's projects, photo/video, comments, and name.

Date:

Parent/Legal Guardian Name

Relationship to child

This form will be kept in Skyward and may be viewed in the student's profile.

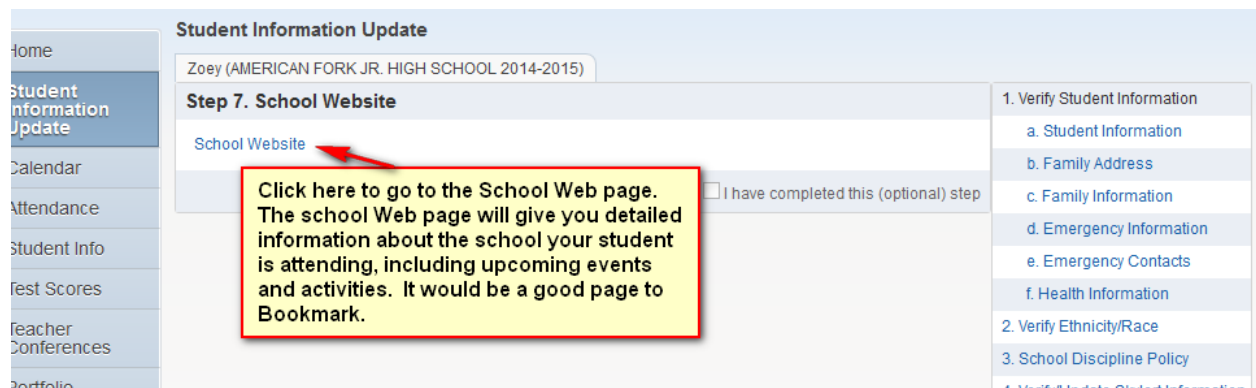
Please Type in your name and your relationship to this child.

YOU CAN PRINT THIS DOCUMENT. PLEASE "SAVE" BEFORE EXITING THIS DOCUMENT.

BE SURE YOU CHECK THE BOX WHEN YOU HAVE COMPLETED THIS STEP
THE NEXT FEW STEPS ARE SCHOOL RELATED. THESE STEPS MAY DIFFER
FOR EACH SCHOOL. CLICK ON EACH STEP AND FOLLOWING THE
INSTRUCTIONS.

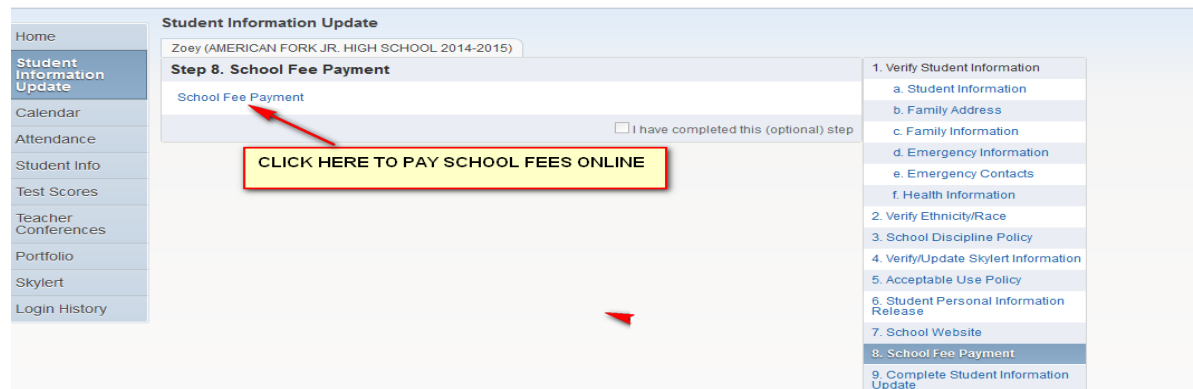
SCHOOLWEBSITE SCREEN:

THIS SCREEN WILL TAKE YOU TO THE SCHOOL WEBSITE.



SCHOOL FEE PAYMENT SCREEN:(SECONDARY schools only)

FOR SECONDARY STUDENTS ONE OF THE STEPS WILL BE AN "OPTION"
TO PAY SCHOOL FEES ONLINE. TO PAY BY CASH, OR SUBMIT A FEE
WAIVER, YOU WILL NEED TO GO TO THE SCHOOL.



SCHOOL LUNCH PAYMENT SCREEN:

(ELEMENTARY schools only)

Home Email:

I have completed this step

- 4. Verify/Update Skylert Information
- 5. Acceptable Use Policy
- 6. Student Personal Information Release
- 7. School Website
- 8. School Lunch Payment
- 9. Complete Student Information Update

Previous Step Next Step

Elementary school students click here for step 9

Alia (ALPINE ELEMENTARY 2014-2015)

Step 8. School Lunch Payment

School Lunch Payment I have completed this step

Click here

THIS IS THE SCREEN YOU WILL SEE.

MyPaymentsPlus™
K12 eManagement Solution

secure solution

About Benefits Availability FAQs Testimonials

Secure Sign In

Email or Username:

Password:

[Sign In](#)

Forgot your username or password?

New customer?

[Register a FREE account](#)

[Need help? Click here.](#)

MyPaymentsPlus
is your **ONE-STOP-SHOP** for
Athletic Passes, Yearbooks, Field Trips,
and more!

Welcome to MyPaymentsPlus
Your One-Stop-Shop for all School Related Payments

Free registration gives you 24/7 access to:

- Student cafeteria balances and purchase history
- Prepayments for breakfast/lunch, with auto-pay capability
- Low balance e-mail reminders
- AP exam registration and payment
- On-line open house and orientation
- Summer school registration and payment
- Other fees and activities such as yearbooks, uniforms, field trips and more!

Not sure if MyPaymentsPlus is available in your district? [Click Here](#) to check.

Availability is based upon your district and/or school

PLEASE CONTACT THE LUNCHROOM, AT YOUR SCHOOL, IF YOU HAVE QUESTIONS REGARDING THIS SITE.

HOW TO COMPLETE THE STUDENT INFORMATION UPDATE

Step 9. Complete Student Information Update
By completing Student Information Update, you are confirming that the Steps below have been finished. Are you sure you want to complete Student Information Update for Jadin?

Review Student Information Update Steps

Step 1)	Verify Student Information	not completed
<i>No Requested Changes exist for Step 1.</i>		
Step 2)	Verify Ethnicity/Race	Completed 07/31/2014 9:04am
<i>No Requested Changes exist for Step 2.</i>		
Step 3)	School Discipline Policy	not completed
Step 4)	Verify/Update Skylert Information	not completed
Step 5)	Acceptable Use Policy	Completed 07/31/2014 9:04am
Step 6)	Student Personal Information Release	not completed
Step 7)	School Website	skipped
Step 8)	School Fee Payment	skipped

Guardian Name: Guardian Address:

Check marks mean the step is completed

It is OK to skip these steps.

Steps not completed will show on this screen. Completed steps will be dated. Please go back to the uncompleted steps and mark them as completed.

ALL STEPS MUST BE COMPLETED BEFORE YOU CAN FINISH THE UPDATE.

YOU HAVE REACHED "THE FINAL STEP". NOW YOU HAVE COMPLETED ALL OF THE STEPS. BUT YOU ARE NOT DONE!!!

Step 9. Complete Student Information Update
By completing Student Information Update, you are confirming that the Steps below have been finished. Are you sure you want to complete Student Information Update for Jadin?

Review Student Information Update Steps

Step 1)	Verify Student Information	Completed 07/31/2014 9:11am
<i>No Requested Changes exist for Step 1.</i>		
Step 2)	Verify Ethnicity/Race	Completed 07/31/2014 9:04am
<i>No Requested Changes exist for Step 2.</i>		
Step 3)	School Discipline Policy	Completed 07/31/2014 9:11am
Step 4)	Verify/Update Skylert Information	Completed 07/31/2014 9:11am
Step 5)	Acceptable Use Policy	Completed 07/31/2014 9:04am
Step 6)	Student Personal Information Release	Completed 07/31/2014 9:11am
Step 7)	School Website	skipped
Step 8)	School Fee Payment	skipped

Guardian Name: Guardian Address:

FINAL STEP: This step must be done to complete the Student Information Update. You can go back to any step to mark it as completed. IF you cannot mark the box as completed open the document and close it. Then you will be able to mark the step as completed. Once all steps are marked as completed, you will see this button. Click on the button to submit the update.

Previous Step Next Step

Submit Student Information Update

YOU WILL BE TAKEN BACK TO THE PARENT SKYWARD MAIN SCREEN.
YOU WILL SEE A MESSAGE THAT YOU HAVE COMPLETED THE STUDENT
INFORMATION UPDATE FOR THIS STUDENT.

YOU ARE NOW DONE WITH THIS STUDENT.

IF YOU HAVE OTHER CHILDREN ATTENDING A
SCHOOL IN ALPINE SCHOOL DISTRICT, YOU
WILL NEED TO COMPLETE THIS PROCESS FOR
EACH STUDENT.

HOW TO SWITCH TO ANOTHER STUDENT:

WHEN YOU ARE LOGGED IN TO SKYWARD YOU CAN SWITCH TO
YOUR OTHER CHILDREN'S "STUDENT INFORMATION" BY
CLICKING ON THE DOWN ARROW BY YOUR STUDENT'S NAME.

YOU CAN SEE ALL OF YOUR CHILDRENS' INFORMATION WITH
ONLY ONE LOGIN.

ONCE YOU HAVE COMPLETED ONE OF YOUR STUDENT'S INFORMATION
UPDATE, GO ON TO THE NEXT STUDENT .

SKYWARD

Family Access

All Students

Eliza

Emm

Maya

Click here to choose the student you wish to update.

Home

Student Information Update

Arena Scheduling

Calendar

Student Information school year is now

Go to Student Info

Elizabeth

*** IF YOU CANNOT SEE ALL OF YOUR CHILDREN'S NAMES, WHO ARE ENROLLED IN ANY SCHOOL IN THE DISTRICT, PLEASE CONTACT THE OLDEST CHILD'S SCHOOL***