

Providing Required Health Documents Guide



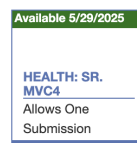
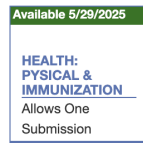
Health documents must be completed and submitted for: Freshmen and Senior students.

Freshmen Student are required to provide: Physical and Immunization records

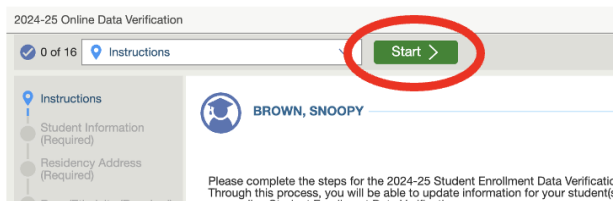
Senior Students are required to provide: Proof of the Meningococcal vaccine.

Please Note: Fees will not be applied for the current school year until the week of September 7th

- Access Skyward Family Access from the District or School website
 - [Click here for the Skyward Q Login Page](#)
 - Health document upload is not available through Student Access
- Enter your username and password
 - If you need your username or password, select the **FORGOT YOUR USERNAME OR PASSWORD**, enter your email to receive an email with your username and/or link to reset your password. PLEASE NOTE: If the email you enter does not match the email we have attached to your student's record you will not receive an email, contact the school office to confirm/adjust your email address.
- Once logged in, select the **HEALTH** tile.
 - Freshmen Students will have the: **HEALTH: PHYSICAL & IMMUNIZATION** tile
 - Senior Students will have the: **HEALTH: Sr. MVC4** tile



- Review the information and click the **GREEN** start button on the top of the screen to proceed through the steps.



- Continue through each upload step uploading required documents.
 - *Please note: Freshmen and Senior students are required to upload documents. Freshmen students must upload physical and immunization information, Senior students must upload proof of the Meningococcal vaccine.*

Please upload all pages of your student's physical and all pages of their immunization records.

UPLOAD FILES

Upload the front or page 1 of your student's physical

*Physical (page 1/Front)

Select File(s) or Drag and Drop File(s) here

Maximum size: 5MB

Attachment Type: 2024-26 Physical

- Once required documents have been uploaded, click the green COMPLETE & REVIEW button on the top

Save & Exit < Previous Complete & Review >

Student Information

0 of 16 Step 1 (Required)

< Previous Complete & Next >

Instructions

Student Information (Required)

Residency Address (Required)

BROWN, SNOOPY

Please review all information entered for your student. You must complete the data verification for each student you have enrolled in a District 218 school.

- Review step requires you to **scroll to the bottom and click the I CONFIRM**

☒ confirm that all of the above information is correct to the best of my ability.

- Final step: Review information, scroll to the bottom, click the box to confirm and select **SUBMIT FORM** from the top.

Submit Form >

- During the review process, if you need to make any changes to your responses, click the **EDIT** button on the right side for the step.  Edit

Once you have submitted your completed Required Health documents, the school nurse will review and approve your information. If the information you submit is incorrect, incomplete, unclear, or not provided within the required timeframe, school office staff will contact you. Check your email for approval status.