

## Student Information Verification

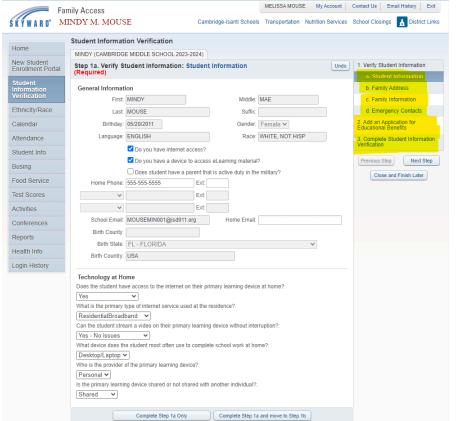
## Login to Family Access

This process must be completed on a computer, tablet or web browser on your phone.

Changes to student information cannot be made on the Skyward App. \*\*If you have recently enrolled a student, you will not need to complete this verification.\*\*

Once you are logged in, you will see a menu on the left. Click on **Student Information**Verification and choose the student you are going to verify. A new screen will appear with the information that needs to be updated. (See below)





Step 1: Complete the information listed and click "complete step 1a and move to step 1b" at the bottom of the screen. You will do this for all of the steps listed on the right hand side of the screen.

Add a mobile number to Phone #3 to receive text messages from school.

NOTE: When updating addresses, our system puts the directional sign before the street name. (i.e. 625 N Main St instead of 625 Main St N)

Please do not adjust that part of your address.

Step 2: Complete an application for educational benefits. This step is optional. If you do not feel you qualify for benefits, you may click the checkbox at the bottom of the screen and complete the step to move on to submitting your updates.

Step 3: Once all of the steps are complete, you may click the "Submit Student Information Verification" button. If at any time you need to stop and come back, just click the "Close and Finish Later" button on the right. Student Verification will be open until September 30, 2025

