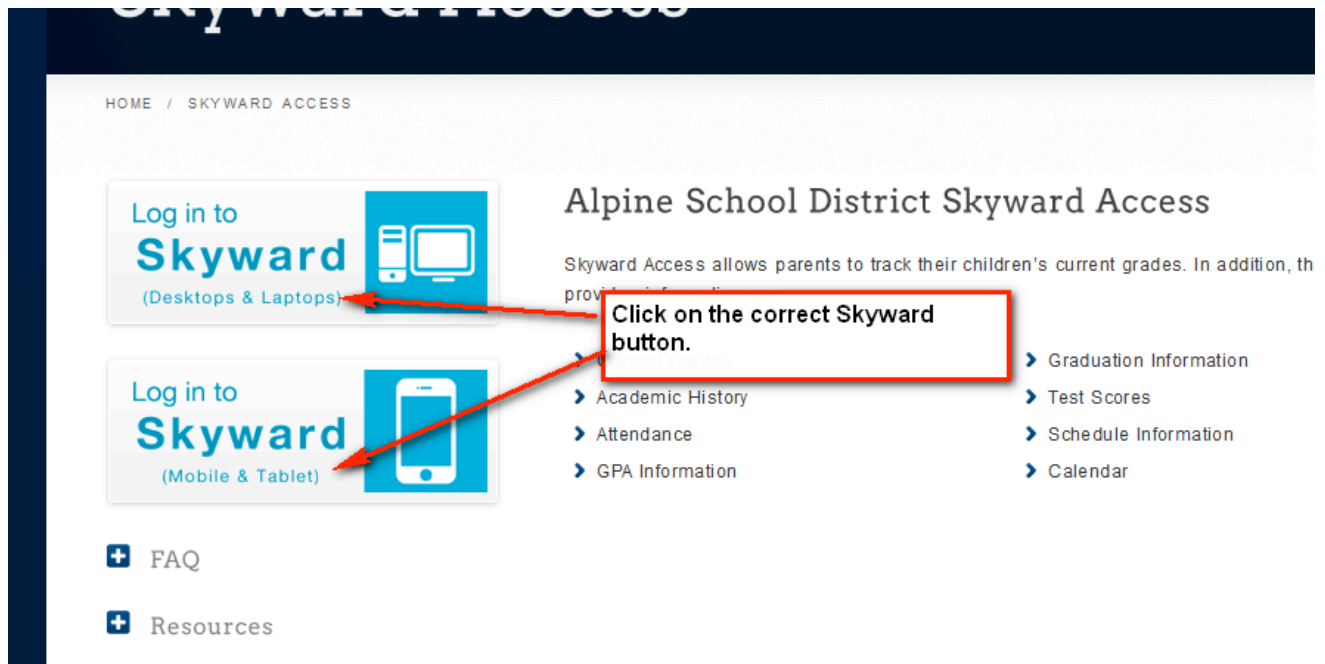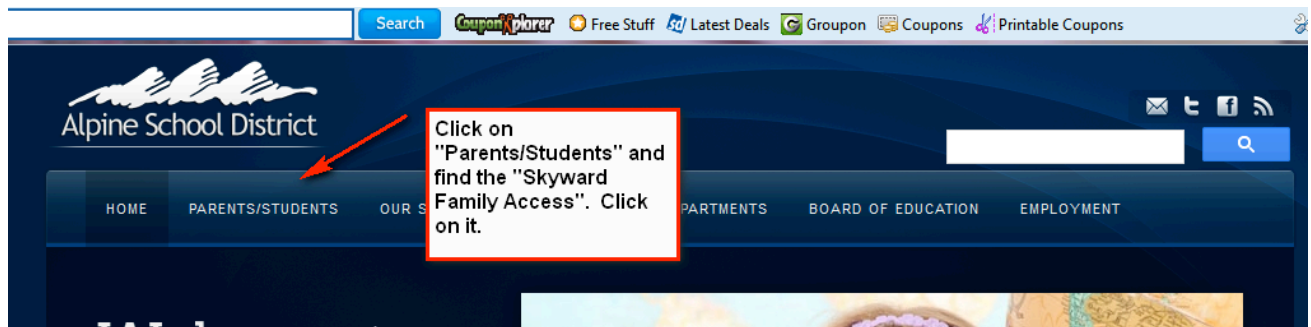# SKYWARD ONLINE STUDENT INTERNET AUP INFORMATION UPDATE

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

IF YOU HAVE FORGOTTEN YOUR LOGIN AND PASSWORD:

CLICK ON "Forgot my login and password".

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

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.

THIS STEP IS PERMISSION FOR YOUR STUDENT TO USE THE INTERNET.
YOU MAY HAVE COMPLETED THIS FORM LAST YEAR. PLEASE OPEN IT, MAKE
SURE IT IS CORRECT AND SAVE.

Completed on 04/24/2013 at 3:58 pm by ▬▬▬

tep 3)   Acceptable Use Policy Form   ☐ Step 3 has not been completed

As the parent/guardian of the student,

I grant ▾

permission for my child to use the   area network/Internet in ALL
following ways:

Read the form and make
any change here.

- Internet services
- Student Email
- Google Docs
- Other services

Complete Student Information Update

⊡ 🔲 ◀ Bac

Complete
Student
Information
Update

Print

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 [   ]

Review Student Information Update Steps

Step 1) **Verify Student\Emergency Information**   Completed on 04/24/2013 at 3:44 PM
No Requested Changes exist for Step 1.
Step 2) **Verify Ethnicity/Race**   Completed on 04/24/2013 at 3:53 PM
No Requested Changes exist for Step 2.
Step 3) **Acceptable Use Policy Form**   Completed on 04/24/2013 at 3:59 PM
Step 4) **Media Release Form**   Completed on 04/25/2013 at 9:27 AM
Step 5) **Verify Skylert Information** (Optional)   Completed on 04/25/2013 at 9:41 AM
Step 6) **School Web Resources** (Optional)   Completed on 04/25/2013 at 9:47 AM
Step 7) **Pay school fees** (Optional)   Completed on 04/25/2013 at 10:21 AM

Review the information. If you need to make a change to any of the
information, click on the "Back" button in the upper right hand corner. Go
back to the step you need to change. Complete your changes and mark the
step as completed. Then come back to this screen.

If the information is complete click on the "Complete Student Information
Update" button. Now you are done. Thank you .

Guardian Name: [   ]   **Guardian Address:** [   ]
Highland, UT 84003

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

Student Information Update was **COMPLETED** for [   ] on 04/25/2013 by [   ]

Student Information Update has been marked as Completed for
[   ] for the **2013-2014** school year.
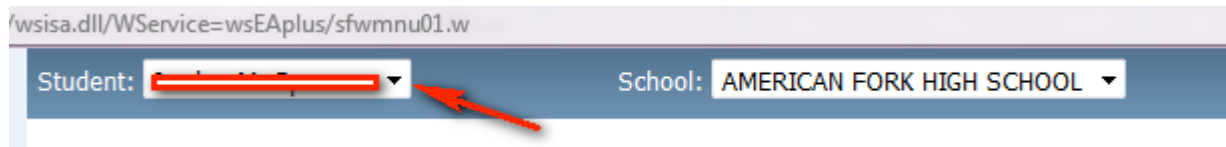Click here to re-open Student Information Update in order to make
changes.

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.

Note: 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.