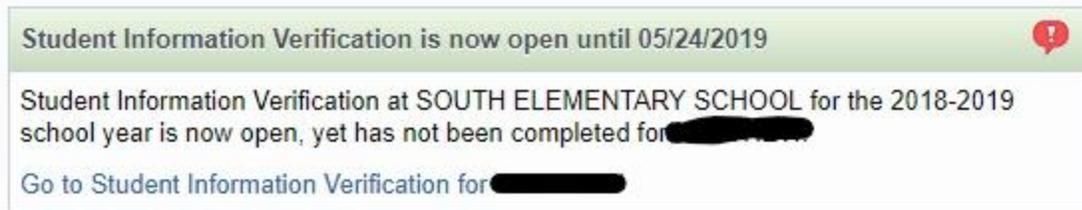


Parents are able to verify and update student information via Skyward Family Access. Please see the screenshots below to access this information.

1. When you log into Family Access, you will see this box on the home screen. Click on Go to Student Information Verification and your child's name.



2. You will need to complete each part by clicking at the bottom where it will say Complete Step 1a only. Once you have clicked complete on each step, they will show with a green check mark on the right. If you are changing your address, this will have to be verified by the data processor at the school. You can upload an attachment in step 2 or take the needed documents to the school for verification. To verify your address, you need a copy of a utility bill or a rental/lease agreement. You can take a picture of these and upload them via the attachment step. Once this is verified by the school, your address will be approved to be updated.

A screenshot of a web browser showing the "Family Access Student Information Verification" page. The browser's address bar shows a secure URL. The page has a navigation menu on the left with options like Home, Student Information Verification, Calendar, Attendance, Student Info, Test Scores, Activities, Academic History, Portfolio, Skylert, Health Info, and Login History. The main content area is titled "Student Information Verification" and shows "Step 1b. Verify Student Information: Family Address (Required)". It includes fields for "Address Preview Address" and "Mailing Address" with sub-fields for Street Number, Street Dir., Street Name, SUD, #, P.O. Box, Address 2, Zip Code, Plus 4, and City/State. A red circle highlights the "Complete Step 1b Only" button at the bottom. On the right side, there is a progress indicator with three steps: "1. Verify Student Information" (with sub-steps a, b, c, d), "2. Attachments", and "3. Complete Student Information Verification". Step 1a is marked with a green checkmark, and step 2 is also marked with a green checkmark and a timestamp "Completed 08/03/2018 10:13am". Buttons for "Previous Step", "Next Step", and "Close and Finish Later" are visible.

3. Once you have updated any of your information and you are all done, double check that there are green checks and you can click on step 3 which is Complete Student Information Verification. On this screen you just need to click on Submit Student Information Verification. Even if you do not update any info on steps 1a - 1d, you have to click Complete at the bottom of each screen before you can submit.

Family Access Student Information Verification - Google Chrome

Secure | https://skystu.okee.k12.fl.us/scripts/wsisa.dll/WService=wsEApplus/sfonlinereg001.w

Family Access

My Account | Email History | Exit

Home

Student Information Verification

Calendar

Attendance

Student Info

Test Scores

Activities

Academic History

Portfolio

SkyAlert

Health Info

Login History

Student Information Verification

[REDACTED] (SOUTH ELEMENTARY SCHOOL 2018-2019) Print

**Step 3. Complete Student Information Verification (Required)**

By completing Student Information Verification, you are confirming that the Steps below have been finished.  
Are you sure you want to complete Student Information Verification for [REDACTED]?

**Review Student Information Verification Steps**

Step 1)	<b>Verify Student Information</b>	Completed 08/08/2018 12:48pm
<i>No Requested Changes exist for Step 1.</i>		
Step 2)	<b>Attachments</b>	Completed 08/03/2018 10:13am

Guardian Name: [REDACTED] Guardian Address: [REDACTED]

**Submit Student Information Verification**

Previous Step | Next Step

Close and Finish Later

1. Verify Student Information  
Completed 08/08/2018 12:48pm

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

2. Attachments  
Completed 08/03/2018 10:13am

3. Complete Student Information Verification