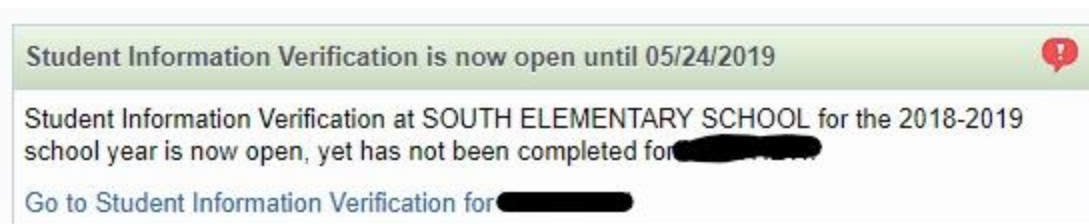


Parents are able to verify and update student information via Skyward Family Access. Please see the screenshots below to access this information.

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 URL from "skystu.okee.k12.fl.us". The page has a sidebar on the left with links 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 a progress bar with three steps: "1. Verify Student Information", "2. Attachments", and "3. Complete Student Information Verification". Step 1 is expanded, showing sub-steps "a. Student Information", "b. Family Address", "c. Family Information", and "d. Emergency Contacts". The "Family Address" sub-step is currently active. Below the progress bar, there are two sections: "Address" and "Mailing Address". Each section has fields for "Street Number", "Street Dir.", "Street Name", "SUD", "#", "P.O. Box", "Address 2", "Zip Code", "Plus 4", and "City/State". The "Address" section has a "Preview Address" button. The "Mailing Address" section has a checkbox labeled "Same as Address" which is checked. At the bottom of the form, there is a button labeled "Complete Step 1b Only" which is circled in red. On the right side of the page, there are buttons for "Previous Step", "Next Step", and "Close and Finish Later".

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

Student Information Verification

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 to [redacted]?

Review Student Information Verification Steps

Step	Step Name	Completed
Step 1)	Verify Student Information	Completed 08/08/2018 12:48pm
Step 2)	Attachments	Completed 08/03/2018 10:13am

Guardian Name: [redacted] Guardian Address: [redacted]

Submit Student Information Verification

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

Previous Step Next Step

Close and Finish Later