Begin by clicking Skyward - Family Access, located at the bottom of your screen.

Then click on Login to Family Access
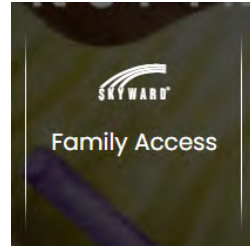
When the login screen opens, choose **Family Access**, type in your Family Access login and password, and click on the **Sign In** button.

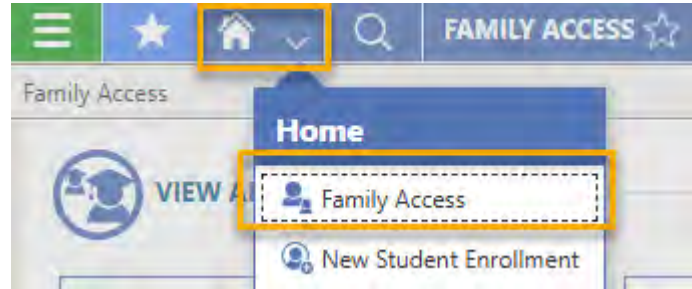If you don't remember your password, click "**Forgot your Username or Password?**"
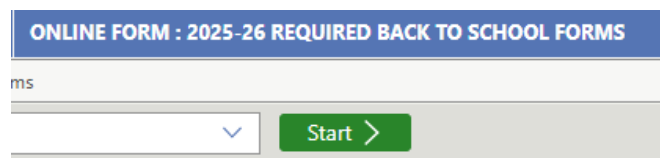
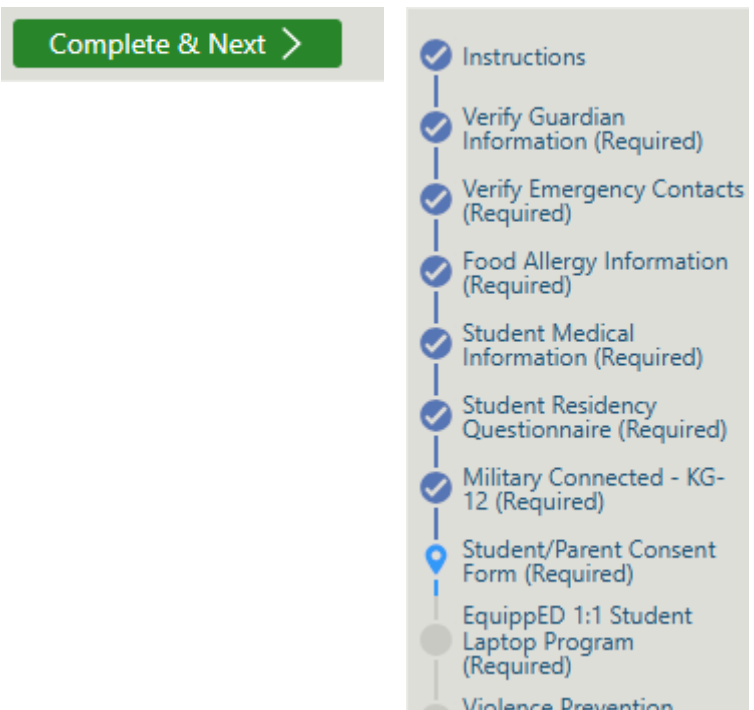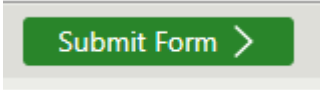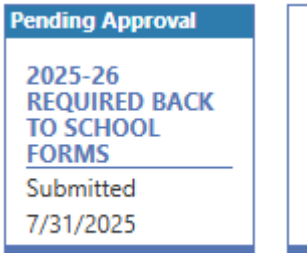|	
To begin the 2025-26 Required Back to School Forms, make sure you are in Family Access Portal.	
Click on "2025-26 Required Back to School Forms" tile for your student(s). **Process needs to be completed for each child.**	
Click "Start" to begin the process.	
Once you have reviewed and completed the step for your child's information, click "Complete and Next". A check will appear to confirm completion of each step.	
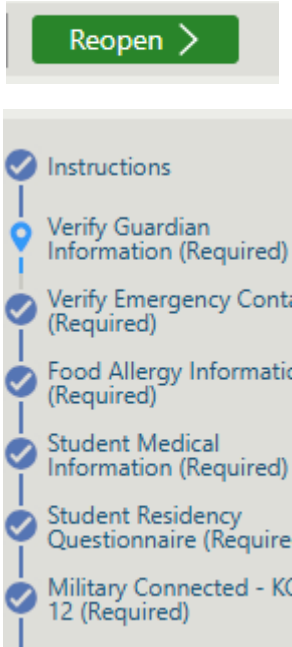
At the top of each page, **Print Step** option is available for your records.	🖨 Print Step
Final Step: Verify that each step has been completed, then click "Submit Form." Once completed, it will show "Pending Approval" and have Submitted Date.	Submit Form > **Pending Approval** 2025-26 REQUIRED BACK TO SCHOOL FORMS Submitted 7/31/2025

To make changes once submitted, click on "2025-26 Required Back to School Forms" tile.	**Pending Approval** 2025-26 REQUIRED BACK TO SCHOOL FORMS Submitted 7/31/2025
Click "Reopen" button. After completing the change(s), click "Complete & Next." Once you have completed all changes, and all steps have check mark, from the final step, click on "Submit Form" to submit the updates.	Reopen > ✓ Instructions 📍 Verify Guardian Information (Required) ✓ Verify Emergency Conta (Required) ✓ Food Allergy Informatic (Required) ✓ Student Medical Information (Required) ✓ Student Residency Questionnaire (Require ✓ Military Connected - KC 12 (Required)
If you are not able to complete all steps, there is an option to "Save & Exit." Click on In Progress "2025-26 Required Back to School Forms" tile to complete the process.	💾 Save & Exit **In Progress** 2025-26 REQUIRED BACK TO SCHOOL FORMS Last Edit 7/31/2025