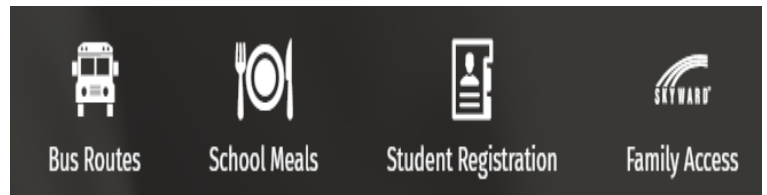


# Fort Bend Independent School District Enrollment Verification Process

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, type in your Family Access login and password, and click on the Sign In button.



SKYWARD FAMILY ACCESS

[Login to Family Access](#)

*The process is not compatible using the Skyward mobile app. However, the process can be completed using a mobile device via a web browser (i.e. Firefox or Chrome).*



FORT BEND INDEPENDENT SCHOOL DISTRICT  
FBISD PRODUCTION

A screenshot of the Skyward login interface. It features a 'Login ID:' field with a purple background, a 'Password:' field, a 'Sign In' button, and a 'Forgot your Login/Password?' link. The version number '05.13.10.00.03-10.2' is visible in the bottom right corner. Below the login area, there is a 'Login Area:' dropdown menu currently set to 'Family/Student Access'.

# Fort Bend Independent School District Enrollment Verification Process

There are two (2) areas to begin the Enrollment Verification process.

- Click on "Go to Enrollment Verification for STUDENT NAME" or
- Click on "Enrollment Verification" tab located on the left menu bar. Then select your child's name. (Process needs to be completed for each child).



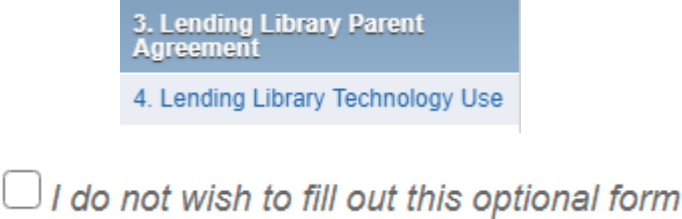
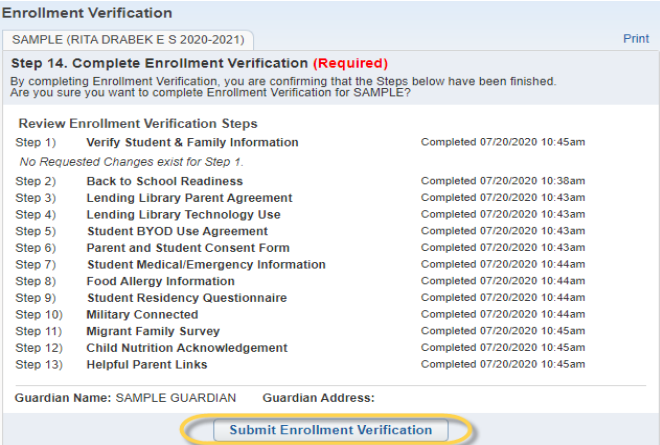
The top screenshot shows the 'Family Access' portal for 'SAMPLE STUDENT'. The left navigation menu includes 'Home', 'New Student Online Enrollment', 'Enrollment Verification', 'Student Info', and 'Food Service'. A green notification banner at the top states 'Enrollment Verification is now open until 08/04/2020'. Below the banner, a message explains the 2020-21 school year online enrollment process. A red circle highlights the link 'Go to Enrollment Verification for SAMPLE'.

The bottom screenshot shows the 'Enrollment Verification' page. The left menu has 'Enrollment Verification' highlighted with a green circle 'A'. A dropdown menu shows the student 'SAMPLE 2020-2021' with a green circle 'B' next to it. A 'Next' button is visible at the bottom of the page.

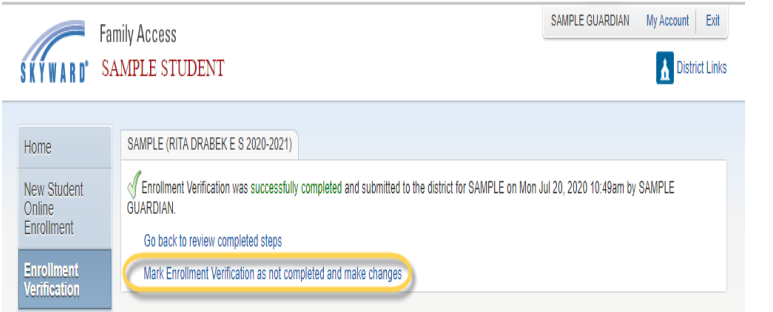
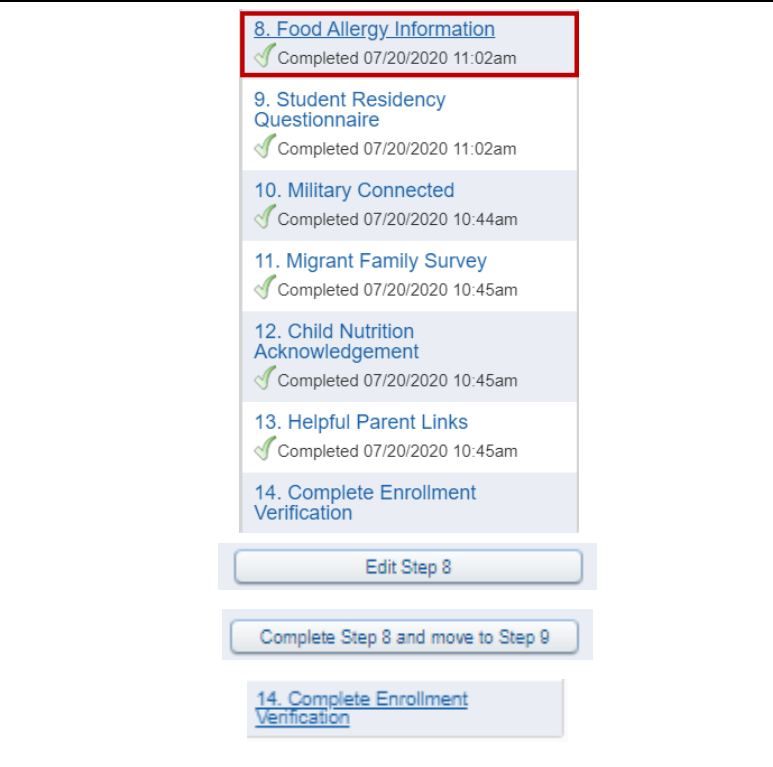
- Click "Next" to start the process.
- Once you have entered your child's information, click "Complete Step and Move to Step." A check will appear to confirm completion.

The screenshot shows a list of 14 enrollment verification steps. Step 1, 'Verify Student & Family Information', is expanded to show sub-steps: 'a. Student Information' (highlighted with a red circle), 'b. Family Address', 'c. Family Information', and 'd. Emergency Contacts'. Step 2, 'Back to School Readiness', is also expanded. A green circle 'B' is next to the button 'Complete Step 1a and move to Step 1b'. At the bottom, a green circle 'A' is next to the 'Next' button.

# Fort Bend Independent School District Enrollment Verification Process

<p>Click "View Full Screen" to expand. This will allow you to view all available buttons to complete the process.</p> <p><i>Note: The Complete Step and Move Step button will be located at the top of the screen.</i></p>	
<p><b>Print</b> option is available for your records.</p>	
<p>Only complete Steps 3 &amp; 4, if you are requesting a FBISD device.</p> <p>If a device is not being requested, check the box: "I do not wish to fill out this optional form."</p>	
<p>Step 14: Verify that each step has been completed, then click "Submit Enrollment Verification."</p>	

# Fort Bend Independent School District Enrollment Verification Process

<p>To make changes once completed, click on "Mark Enrollment Verification as not completed and make changes."</p>	
<ul style="list-style-type: none"> <li>• Click on the step you would like to change. Example: Step 8</li> <li>• Click on "Edit Step."</li> <li>• After completing the change(s), click "Complete Step and Move to Step."</li> <li>• Once you have completed all changes, click on Step 14 to submit the updates.</li> </ul>	
<p>If you are not able to complete all steps, there is an option to "Close and Finish Later."</p> <p>Click on "Go back to complete steps" to finish the Enrollment Verification Process.</p>	