Submitting a GT Referral: Directions for PARENTS and STUDENTS with Skyward Access

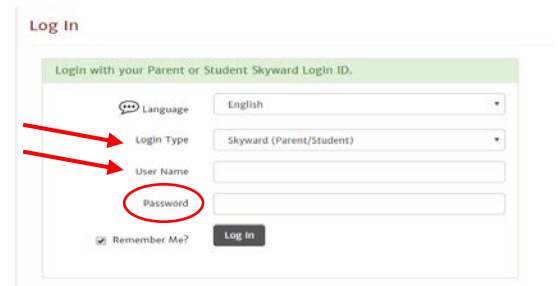| ⚠️ IMPORTANT →	You **MUST** have a Skyward Family Access account to submit a GT referral for your student. If you do not have Family Access login credentials, please contact your student's campus.	SKYWARD FAMILY ACCESS

Step 1: Click the link to the ONLINE REFERRAL SYSTEM or visit https://secure.fortbendisd.com/GT/

Step 2: Click "Login". The **Log In** button is located at the top right corner of the home page as well as the bottom of the GT FAQ's.

To begin your student's referral, click **Login**. Select the appropriate drop down to reflect your relationship to the student.

Step 3: Login using your Family Access username and password.

- Select your language preference.
- Select your Login Type
  - Skyward (Parent/Student)

Step 4: Click "Referrals." The **Referrals** button is located on the gray band as well as at the bottom of the GT FAQ's **Begin your student's referral** .

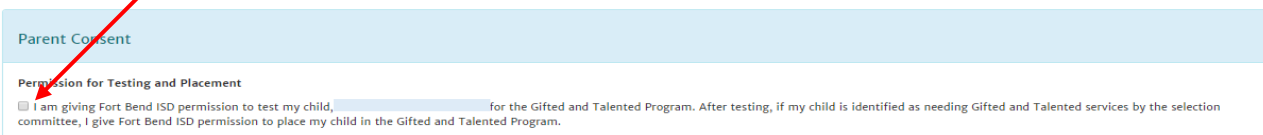**Step 5:** To see your students, click the green Create/Edit Referrals Button.

Your Referrals
+ Create / Edit Referrals

Student Name	Date Of Birth	School Year	Created Date	Created By

Step 6: The listing of all students associated with the Family Access account will appear. Consider the student you wish to refer and select **New Referral** on the line of that student.

Step 7: Verify the information is correct and give consent to test. Click the box to give consent.

Parent Consent

Permission for Testing and Placement

☐ I am giving Fort Bend ISD permission to test my child,_____ for the Gifted and Talented Program. After testing, if my child is identified as needing Gifted and Talented services by the selection committee, I give Fort Bend ISD permission to place my child in the Gifted and Talented Program.

Final Step: You MUST click **Submit Referral** to complete the referral. Repeat the steps for additional students. You will receive an email confirmation of your online GT referral. To rescind your referral, return to the online system. Follow the steps above and choose UPDATE PARENTAL CONSENT on the line of that student.