

# Elementary Bilingual/ESL Summer School Registration Job Aid

1) Navigate to **Skyward Family Access** to log in to your account.

SKYWARD®  
FORT BEND INDEPENDENT SCHOOL DISTRICT  
Refreshed 12/04/2022  
TEST ENVIRONMENT

Login ID:   
Password:

Sign In

Forgot your Login/Password?

Sign in using Microsoft (Staff and Students)

05.23.02.00.02

2) Click on **“Online Forms”** on the left-hand side.

SKYWARD® Family Access  
STUDENTKKG SAMPLE

- Home
- New Student Online Enrollment
- Online Forms
- Calendar
- Gradebook
- Attendance
- Student Info
- Food Service

Missing Email Address!  
You currently do not have one, or click the checkbox  
 Do not record an Email

An Online Form is now  
Complete both of the Len  
participate.  
Fill out Online Form for S  
Online Learning - School  
been completed for STU  
Fill out Online Form for S

3) Click on **Fill Out Form** next to the title BIL/ESL Summer School.

MARY AUSTIN HOLLEY E S  
STUDENT EL04

Student Password Info: EE-5th	Open	Fill Out Form
Modern Authentication	Open	Fill Out Form
Lending Library	Open	Fill Out Form
Library Parent Communications Opt-In Form	Open	Fill Out Form
BIL/ESL Summer School	Open	Fill Out Form

4) (Step 1) Read the message about summer school. (Step 2) Then click on “Next”.





The screenshot shows a web portal interface for BIL/ESL Summer School. On the left is a navigation menu with options like Home, New Student Online Enrollment, Online Forms, Calendar, Gradebook, Attendance, Student Info, Food Service, Schedule, Test Scores, Fee Management, Graduation Requirements, Career Plans, Endorsements, Academic History, Portfolio, and Login History. The main content area displays a message to a parent/guardian for student MARY AUSTIN HOLLEY E S. The message explains the summer program and provides contact information for the Multilingual Programs Department. On the right sidebar, there is a progress indicator for 'BIL/ESL Summer School 2024' with two steps: '1. BIL/ESL Summer School Application' and '2. Complete BIL/ESL Summer School'. A yellow arrow points to the 'Next' button below the progress indicator.

5) Click on “View Full Screen”.


The screenshot shows the 'BIL/ESL Summer School Student Application' form. At the top, it identifies the student as STUDENT EL04 (MARY AUSTIN HOLLEY E S) and indicates 'Step 1. BIL/ESL Summer School Application (Required)'. There are 'Print' and 'View Full Screen' buttons. Below the buttons is a 'Select Language' dropdown menu and a note 'Powered by Google Translate'. The main title of the form is 'BIL/ESL Summer School Student Application'. Below the title, there are fields for 'Program' and 'Grade Level: KG'. At the bottom, there is a table with student and guardian information.


Name	STUDENT EL04 IMPORTFILE SAMPLE	Student ID	0885172	School	MAF
Student's Home Language (LEP):					
Guardian 1	GUARDIAN 904 IMPORTFILE SA	Email			
Guardian 2		Email			

6) Answer questions 1-3 and 5 by selecting “Yes” or “No” from the drop-down box. Then answer question 4 if your contact information will be different during the summer.


<p>1. Are you interested in your child attending the <input type="text"/> Multilingual Summer Program?          (¿Está interesado en que su hijo/a asista al Programa de verano multilingüe para aprendices del Idioma de inglés o español de acuerdo con el programa que participa en este año escolar ? )</p>	<input type="text"/> 
<p>2. Will your child need bus transportation to <input type="text"/> for the Multilingual Summer Program?          (¿Necesitará su hijo/a transporte en autobús a __para el Programa de verano multilingüe ?)</p>	<input type="text"/> 
<p>3. Please indicate if this is your correct address:          (Por favor, indique si esta es su dirección correcta :)  <input type="text" value="700 PLANTATION DR RICHMOND TX 77406"/>  <b>If the address listed is incorrect, please contact your child's campus to update your address in Skyward.</b>          (Si la dirección indicada es incorrecta, comuníquese con la escuela de su hijo/a para actualizar su dirección en Skyward)</p>	<input type="text"/> 
<p>4. If your contact information listed above will be different for the Multilingual Summer Program, please enter your name and phone number          (Si su información de contacto mencionada arriba será diferente para el programa de verano multilingüe, por favor mencioné su nombre y número de teléfono.)  <b>Your contact information for the Multilingual Summer Program will not be updated in Skyward.</b>          (La información de contacto de este programa de verano multilingüe no se actualizará en Skyward.)</p>	Parent/Guardian Name <input type="text"/> Cell Phone Number <input type="text"/>
<p>5. Do you agree to receive text message notifications about the Multilingual Summer School Program?          (¿Está de acuerdo en recibir notificaciones por mensaje de texto sobre el programa de verano multilingüe ?)</p>	<input type="text"/> 

7) Click on “Complete Step 1 and move to Step 2”.






**BIL/ESL Summer School Student Application** 


8) Click on “Submit BIL/ESL Summer” Application.

**BIL/ESL Summer School** 

STUDENT15 (E A JONES E S) Print

**Step 2. Complete BIL/ESL Summer School**  (Required)


By completing BIL/ESL Summer School , you are confirming that the Steps below have been finished. Are you sure you want to complete BIL/ESL Summer School  for STUDENT15?

Review BIL/ESL Summer School  Steps

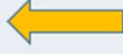
Step 1) BIL/ESL Summer School Application Completed 02/22/2023 2:12pm

**District Message**

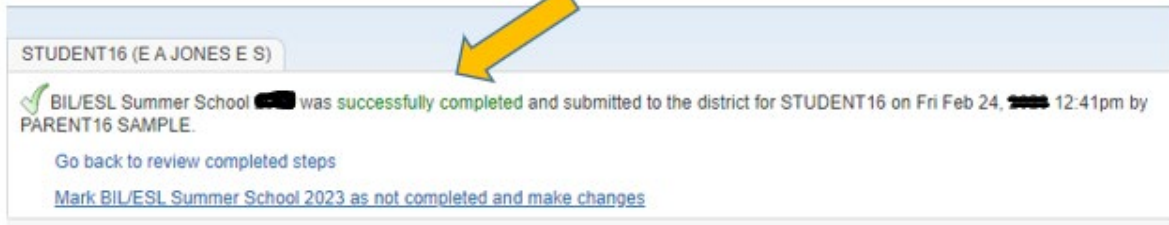
1. BIL/ESL Summer School Application  
 ✓ Completed 02/22/2023 2:12pm

2. Complete BIL/ESL Summer School 

Guardian Name: PARENT SAMPLE    Guardian Address:



9) You will receive confirmation that your application has been **successfully completed**.



STUDENT16 (E A JONES E S)

✓ BIL/ESL Summer School [REDACTED] was **successfully completed** and submitted to the district for STUDENT16 on Fri Feb 24, [REDACTED] 12:41pm by PARENT16 SAMPLE.

[Go back to review completed steps](#)

[Mark BIL/ESL Summer School 2023 as not completed and make changes](#)

A yellow arrow points to the word "successfully" in the confirmation message.