

Skyward

Returning Student Information Verification Directions and Info

To better serve HCS students and parents, much of the information that students and parents/guardians have to complete at the beginning of each year is now available to complete in **Skyward Family Access**. This information needs to be completed as soon as possible.

*To access Skyward, go to www.hck12.net and click on the Skyward icon at the bottom of the page.



Parents/guardians will need to contact their school office staff to obtain their login name and password. If HCS has your email on file, you can click the "Forgot Password" link any time you forget your password and need to have it reset.

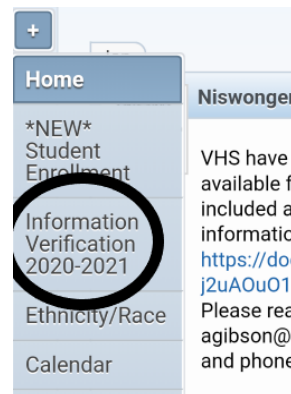
*Once logged in, click on Open Family Access



*You should now see a message in the middle of the screen that says, "Go to Information Verification for (student's name)". Click here to begin.



*You may also click on **Information Verification** located to the left, to begin the process. Both links will take you to the same area.



*Please complete all steps listed on the right.



District Message
1. Verify Ethnicity/Race ✔ Completed 08/13/2020 8:49am
2. Verify Student Information ✔ Completed 08/13/2020 8:51 am
✔ a. Student Information
✔ b. Family Address
✔ c. Family Information
✔ d. Emergency Information
✔ e. Emergency Contacts
✔ f. Health Information
3. Verify Skylert Information ✔ Completed 08/13/2020 8:52am
4. AUP ✔ Completed 08/13/2020 8:53am
5. Attendance Policy ✔ Completed 08/13/2020 8:53am
6. Early Dismissal Plan ✔ Completed 08/13/2020 8:55am
7. Home Language Survey ✔ Completed 08/13/2020 8:58am
8. Medical Consent ✔ Completed 08/13/2020 9:03am
9. Military Survey ✔ Completed 08/13/2020 9:03am
10. Student Directory Consent ✔ Completed 08/13/2020 9:04am
11. Student Handbook ✔ Completed 08/13/2020 9:06am
12. 2020-2021 eLearning Red Phase Attendance ✔ Completed 08/13/2020 9:08am
13. Complete Information Verification 2020-2021

[Previous Step](#) [Next Step](#)

After you complete each one, be sure to click the “Complete Step___ and move to Step___” link at the bottom. You will see a green check mark next to each completed area. The last step will review each step’s progress.

You will complete the following information:

- Verify student information: **Add phone numbers and parent email**
- Address: **Change if not correct**
- Family: **Change if not correct**
- Emergency contacts: **These will be the only people allowed to pick up your student**
- AUP: **This section will allow your student to use the Google suite for education (Google classroom)**
- Directory Consent: **If you select NO, your student will not be in the yearbook or appear on any social media page.**

***Remember to select the COMPLETE button at the bottom of each page as you finish.**

***When you have completed all of the steps, please SUBMIT your verification before exiting.**