Mt. Vernon Township High School
Skyward's Family Access
Request for User name and Password

Date: _____

Mt. Vernon Township High School is welcoming parent(s) and/or guardian(s) to our educational team. Parent(s) and/or Guardian(s) now have access to a plethora of student information, such as attendance, grades, demographics, discipline, schedules, etc. In order for you to begin using this service, you will need to obtain a user name and password. Please complete this form and take it, along with a valid photo ID, to the CTE Office (F101). The form will be processed in the order in which it was received. Please allow three (3) to five (5) days after your application has been submitted for your account information to be sent via USPS, e-mail, or picked up at the CTE Office after verifying student information. We welcome you to Family Access, and hope you will find this application an important part of your ongoing relationship with Mt. Vernon Township High School.

Student(s) in your household
(Please Print)

Student(s) Name	ID#	DOB

Parent/Guardian(s) Information

Title (Dr. Miss Mr. Mrs. Ms. Mr./Mrs.)	First	Last	E-mail Address
Address			Alternative E-mail Address
Home Address (Street, City, State, and Zip)	*Relationship* (Please circle) Mother Father Step-Mother Step-Father Foster Mother Foster Father Grandmother Grandfather Sister/Brother 18+ Aunt Uncle Other		I certify that information is presented in good faith and believed to be accurate. _____ Parent/Guardian(s) Signature _____ Date
Home Phone ( ) _____ _____	Business Ext. # _____ ( ) _____ _____	Business 2 Ext. # _____ ( ) _____ _____	Cell Number ( ) _____ _____

- You will only need to complete one form per family. It is not necessary to re-apply for Family Access each school year.
- Parent(s) and/or Guardian(s) (except those barred by court order) may have access to their child's grades, attendance, schedules, and other information as offered by the school's student management software.
- A valid photo ID may be required to receive a user name/password.
- User names and passwords of new accounts will be distributed as directed above. User names and passwords will not be shared over the phone.
- Each user is responsible for their individual login information and should take all reasonable precautions to prevent others from being able to use their account. This includes, but is not limited to, regularly changing the account password and not sharing the password with others. Users shall notify Mr. Knutson at 246-5602 or at rknutson@roe25.com immediately if a possible security problem has been identified.
- Please note that Mt. Vernon Township High School does not support off-site technology or software applications; for specific computer or software problems, please consult your computer dealer or software vendor.

Please select how you would like to receive you Skyward Family Access login information: (Please check)

USPS __

E-mail __

In Person __
(Pickup at CTE Office)