

# PARENT PORTAL REGISTRATION FORM

**PARENT INSTRUCTIONS:** Complete this form for all students in your household. PLEASE PRINT CLEARLY.

## A. PARENT PORTAL INFORMATION

The Elmira City School District's Parent Portal is a free service offered to all parents/legal guardians of students currently enrolled in grades K through 12. The intention of this access is to enhance communication and dialog between school and home.

- Access to the Parent Portal is a privilege. In submitting this request I understand that the District will provide me with a login password that will allow me to access information about my child's school performance, including classes, teacher names, attendance, grades, and discipline. I understand that this information will be accessible using the Schooltool Parent Portal, which is maintained by the District.
- I understand that the Schooltool Parent Portal may record and retain information about when and how I use the Schooltool Parent Portal, and that this information is the property of the District and subject to review by the District.
- I accept responsibility for all actions that are performed by anyone gaining access to the Schooltool Parent Portal using the login password assigned to me.
- I understand that the District makes no guarantee that the functions or the services provided via the Schooltool Parent Portal will be error-free or without defect. The District retains the discretion to suspend access to the Schooltool Parent Portal when there is reasonable suspicion to believe that the account has been compromised.
- I certify that I am a parent or legal guardian of the students I have listed below.

## B. PARENT CONTACT INFORMATION

Name		Home Phone	
Address			
	HOUSE #	STREET	UNIT #      CITY      STATE      ZIP
Email Address			
	This email address is required to obtain an account and serves as your primary email address with the District.		

## C. STUDENT INFORMATION

I hereby give the Elmira City School District permission to place information regarding the following student(s) in the Parent Portal program for me to access. **NOTE: You only need to submit one application to view all children registered in your care.**

#	STUDENT NAME	GRADE
1.		
2.		
3.		
4.		
5.		
6.		

If additional lines are needed, please attach a separate page

## D. PARENT/GUARDIAN SIGNATURE

By signing below, I indicate that I have read the Schooltool Parent Portal user guidelines above for parents/legal guardians and agree to abide by and support these rules. I understand that if I violate any of the above terms, that I may lose my privilege to use the Parent Portal.

Parent or Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

**You will be notified at the email address above when the account is created. It may take up to two weeks for the account to be created.**