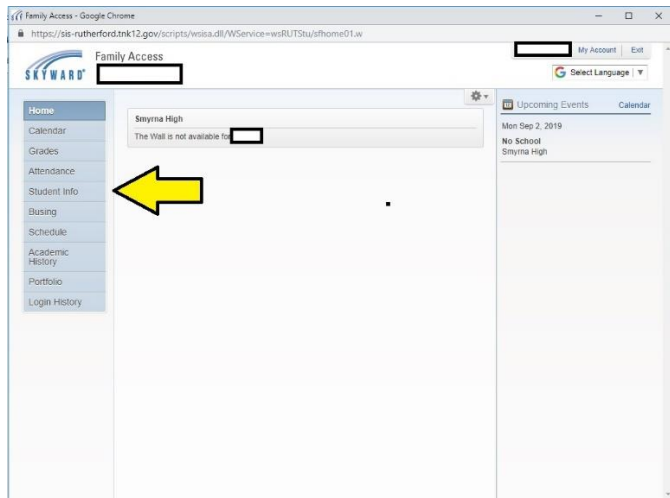


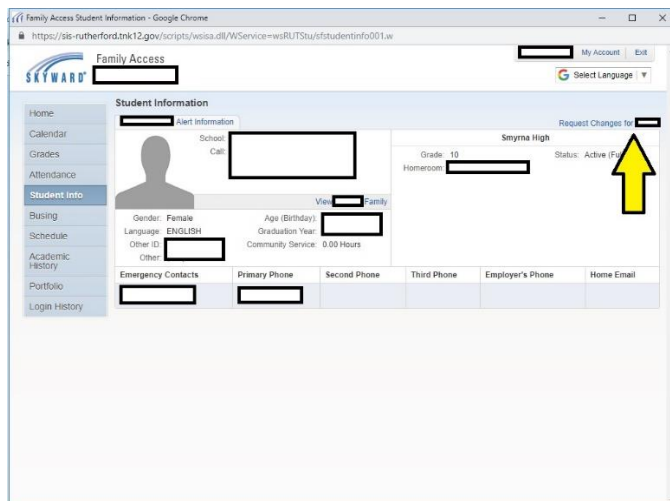
Skyward Update Information

This is best done from a desktop or laptop computer. A cell phone will have different directions and is a little harder to complete.

When you login to Skyward, you will see the following screen:

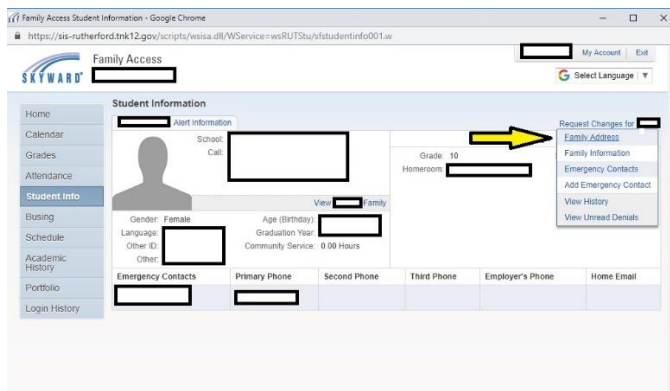


Click on Student Info on the left-hand side and the following screen will show:



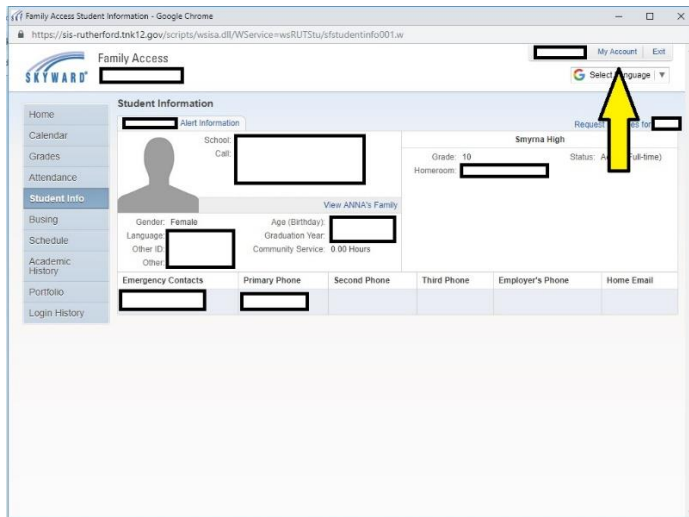
Click on Request Changes for (Student Name)

Then a list will drop down and you will select the information you would like to change

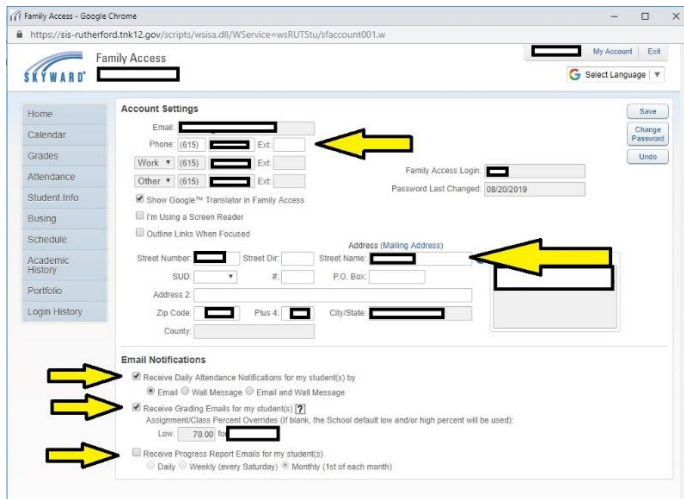


Once you have made the changes you would like, click Save and the information will be updated in Skyward.

You can also change your Account information by clicking on My Account on the top right of the screen:



Then you will be able to update your Phone Number and Address:



You can update the fields with an arrow above.

Once you have everything updated, click save and the process will be complete.