

Back to School Forms - Returning family

PARENTS/GUARDIANS:

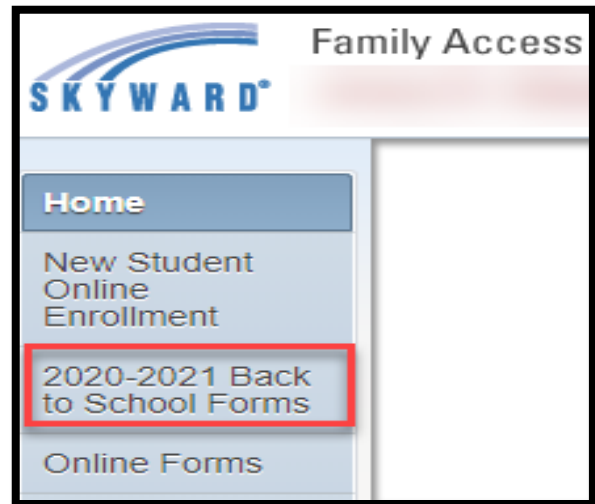
Parent will access the CCISD website to begin the Process. Navigate to @Home, then Skyward Family Access



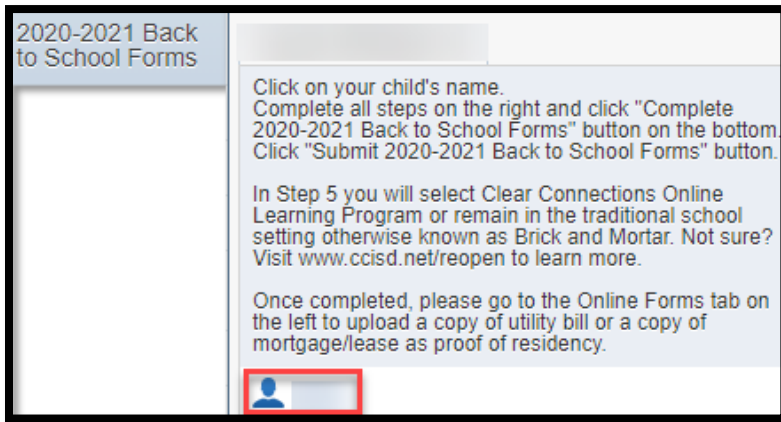
Enter your Family Access Login ID and Password, then click: Sign In

Click: 2020-2021 Back to School Forms on the left

The Skyward login page for Clear Creek ISD. It features the Skyward logo at the top, followed by 'CLEAR CREEK ISD' and 'CLEAR CREEK ISD Production'. Below this are two input fields: 'Login ID:' with a green placeholder and 'Password:' with a white placeholder. A 'Sign In' button is positioned below the password field. A link for 'Forgot your Login/Password?' is at the bottom.



Click on your child's name.



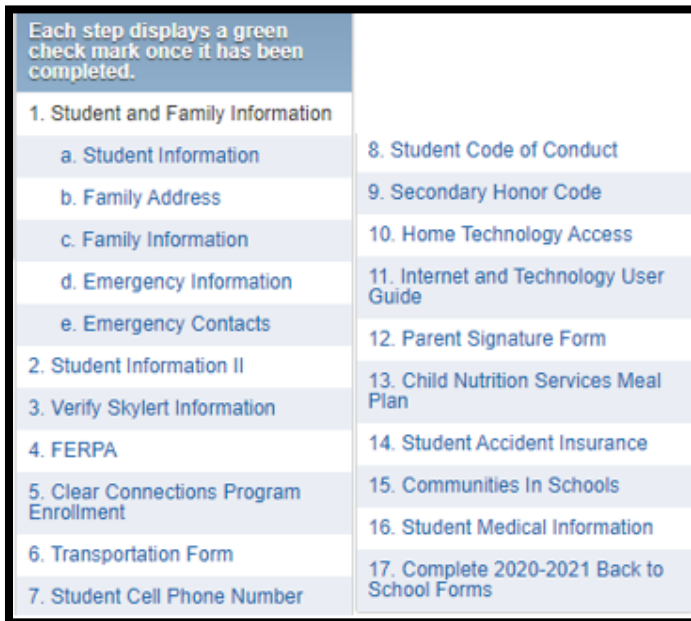
2020-2021 Back to School Forms

Click on your child's name.
Complete all steps on the right and click "Complete 2020-2021 Back to School Forms" button on the bottom.
Click "Submit 2020-2021 Back to School Forms" button.

In Step 5 you will select Clear Connections Online Learning Program or remain in the traditional school setting otherwise known as Brick and Mortar. Not sure? Visit www.ccsid.net/reopen to learn more.

Once completed, please go to the Online Forms tab on the left to upload a copy of utility bill or a copy of mortgage/lease as proof of residency.

Back to School Forms are located on the right-hand side of screen. Steps(forms) are different at the elementary, intermediate, and high school levels. The pictures below are only examples of forms parents may see. In **Step 5** you will select **Clear Connections Online Learning Program** or remain in the **traditional school setting otherwise known as Brick and Mortar**. (Please check only one box)



Each step displays a green check mark once it has been completed.

1. Student and Family Information	
a. Student Information	8. Student Code of Conduct
b. Family Address	9. Secondary Honor Code
c. Family Information	10. Home Technology Access
d. Emergency Information	11. Internet and Technology User Guide
e. Emergency Contacts	12. Parent Signature Form
2. Student Information II	13. Child Nutrition Services Meal Plan
3. Verify Skylert Information	14. Student Accident Insurance
4. FERPA	15. Communities In Schools
5. Clear Connections Program Enrollment	16. Student Medical Information
6. Transportation Form	17. Complete 2020-2021 Back to School Forms
7. Student Cell Phone Number	

Click on each step to open form, click **View Full Screen** as needed, then fill out information as requested on each form. Click "**Complete Step _ and move to Step _**". Each step displays a green check mark once it has been completed. Click the final step call **Complete 2020-2021 Back to School Forms**, then click button to **Submit 2020-2021 Back to School Forms**.

REQUESTED DOCUMENTS

Once completed and submitted, please go to the **Online Forms** tab on the left to upload a copy of utility bill or a copy of mortgage/lease as proof of residency. Click on the category button to upload document(s). If you have custody orders, please email the campus principal by navigating to ccisd.net>>Select the School>>Contact Us to obtain the email addresses. Click **“Complete Step 1 and move to Step 2”**, then submit to the district.



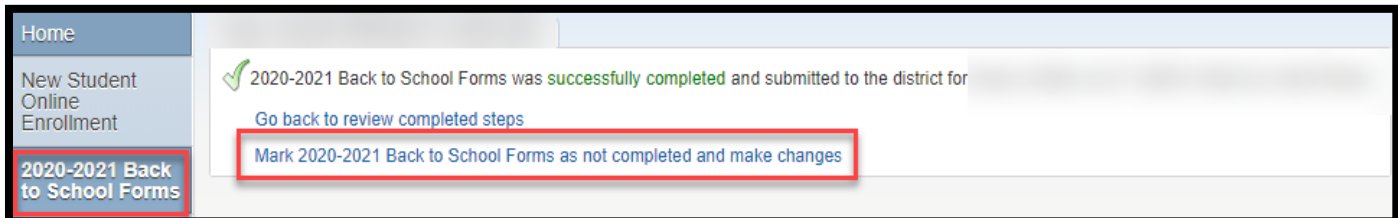
The screenshot shows the 'Step 1. Enrollment Documents (Optional)' form. It contains several rows, each with a document type, a 'Choose File' button, and the text 'No file chosen':

- Birth Certificate: Choose File No file chosen
- Immunizations Record: Choose File No file chosen
- Last Report Card: Choose File No file chosen
- Mortgage/Lease: Choose File No file chosen
- Parent/Guardian ID: Choose File No file chosen
- Social Security Card: Choose File No file chosen
- Utility Bill: Choose File No file chosen

At the bottom right of the form is a button labeled 'Complete Step 1 and move to Step 2'.

MAKE CHANGES AND RESUBMIT

Click on **Mark 2020-2021 Back to Schools Forms as not completed and make changes.**



Click on step you wish to change, click **View Full Screen** as needed, then click **Edit Step** _. To resubmit the changes, click **Complete Step** _, then click the final step call **Complete 2020-2021 Back to School Forms**, then click button to **Submit 2020-2021 Back to School Forms**.

