

# ONLINE REGISTRATION COMPLETION

- Click [here](#) to log in to Family Access
- Select the student for whom you are completing the Online Registration.
- Click on the link to fill out Go to Online Registration for .....

**Family Access** MOM AAATEST My Account Contact Us Email History Exit

**SKYWARD** STUDENT AAATEST

You have unread messages

**Home**

- Online Registration
- Online Forms **Go to Online Registration for STUDENT**
- Attendance
- Student Info
- Food Service
- Discipline
- Test Scores
- Fee Management
- Activities
- Student Services
- Educational Milestones
- Portfolio
- Skylert
- Health Info

**Online Registration is now open until 07/15/2017**

Online registration for all students.  
[Go to Online Registration for STUDENT](#)

**An Online Form is now available to fill out**

Athletic Online Forms  
[Fill out Online Form for STUDENT](#)

**Laptop Returns - Tuesday June 6th, 2017**

Mon Jun 5, 2017 10:22am

Hello!

HUHS staff will be collecting laptops at the end of the day on Tuesday, June 6<sup>th</sup> 2017. This collection will coincide with your child's 8<sup>th</sup> hour class. Please remind your child to bring their laptop and charger so that it can be handed in at that time. There are exceptions to this – students doing AP work over the summer or taking summer school classes can keep their laptop. They will simply need to communicate that to their 8<sup>th</sup> hour teacher.

If you have questions, please ask.

Have a great summer!  
Nathan

Nathan Mielke  
Hartford Union High School  
Technology Services  
262.670.3236


**Upcoming Events**

Sat Jul 15, 2017

**Online Registration closes for 2017-18**  
Hartford Union High School

# ONLINE REGISTRATION COMPLETION

- Verify that the Student Information is correct. If incorrect please make the necessary corrections. Please note the phone information in this section should be the student's number if they have a cellphone that they carry with them. All fields should be completed unless they do not apply to this student.
- Click on "Complete Step 1a and move to Step 1b".



Family Access

**STUDENT A. AAATEST**

MOM AAATEST | My Account | Contact Us | Email History | Exit

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- Home
- Online Registration
- Online Forms
- Attendance
- Student Info
- Food Service
- Discipline
- Test Scores
- Fee Management
- Activities
- Student Services
- Educational Milestones
- Portfolio
- Skylert
- Health Info

### Online Registration

STUDENT (Hartford Union High School 2017-2018)

**Step 1a. Verify Student Information: Student Information (Required)** Undo

**General Information**

* First: <input type="text" value="STUDENT"/>	Middle: <input type="text" value="ACCOUNT"/>
* Last: <input type="text" value="AAATEST"/>	Suffix: <input type="text"/>
* Birthday: <input type="text" value="01/01/2003"/> 	Race: <input type="text" value="W"/>
* Language: <input type="text" value="ENGLISH"/>	
Cell: <input type="text" value="(262) 999-9999"/> Ext: <input type="text"/>	
School Email: <input type="text" value="aaateststudent@huhs.org"/>	
Birth Country: <input type="text" value="USA"/>	

Complete Step 1a and move to Step 1b

(\*) Indicates a required field.


- 1. Verify Student Information
  - a. Student Information
  - b. Family Address
  - c. Family Information
- 2. Student Code of Conduct
- 3. Verify Ethnicity/Race
- 4. Home Language Survey
- 5. Meal Accounting System Parent/Guardian and Student Procedures
- 6. Custom Form
- 7. Food Service/Fee Payments
- 8. Emergency & Medical Consent
- 9. Medication (Over the counter)
- 10. Individualized Healthcare Plan
- 11. Withdrawal of Consent for the Release of Pupil Records
- 12. Acceptable Use Policy Agreement
- 13. District Computer Agreement
- 14. Complete Online Registration

Previous Step | Next Step

Close and Finish Later

# ONLINE REGISTRATION COMPLETION

- Verify that the address where the student lives is correct. If this address is incorrect you may make changes, however, all address changes must be approved by Hartford Union High School.
- Click “Complete Step 1b and move to Step 1c”

 Family Access MOM AAATEST | My Account | Contact Us | Email History | Exit

**STUDENT A. AAATEST**

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**Online Registration**

STUDENT (Hartford Union High School 2017-2018) Undo

**Step 1b. Verify Student Information: Family Address (Required)**

**Address** [Preview Address](#)

Street Number:  Street Dir:  Street Name:

SUD:  #:  P.O. Box:

Address 2:

Zip Code:  Plus 4:  City/State:

Complete Step 1b and move to Step 1c

1. Verify Student Information
- a. Student Information
- b. Family Address**
- c. Family Information
2. Student Code of Conduct
3. Verify Ethnicity/Race
4. Home Language Survey
5. Meal Accounting System Parent/Guardian and Student Procedures
6. Custom Form
7. Food Service/Fee Payments
8. Emergency & Medical Consent
9. Medication (Over the counter)
10. Individualized Healthcare Plan
11. Withdrawal of Consent for the Release of Pupil Records
12. Acceptable Use Policy Agreement
13. District Computer Agreement
14. Complete Online Registration

Previous Step Next Step

Close and Finish Later

# ONLINE REGISTRATION COMPLETION

- Verify all family information and make any necessary changes. If there are separate family households, each parent has to log into their own Skyward Family Access in order to make changes to their address.
- Click “Complete step 1c and move to Step 2”.

Family Access MOM AAATEST My Account Contact Us Email History Exit

**SKYWARD** STUDENT A. AAATEST

### Online Registration

STUDENT (Hartford Union High School 2017-2018) Undo

#### Step 1c. Verify Student Information: Family Information (Required)

Guardian Number: 1  
Name: MOM AAATEST  
 Custodial  
Relationship: MOTHER  
Employer:   
Home Email: cheryl.classen@huhs.org

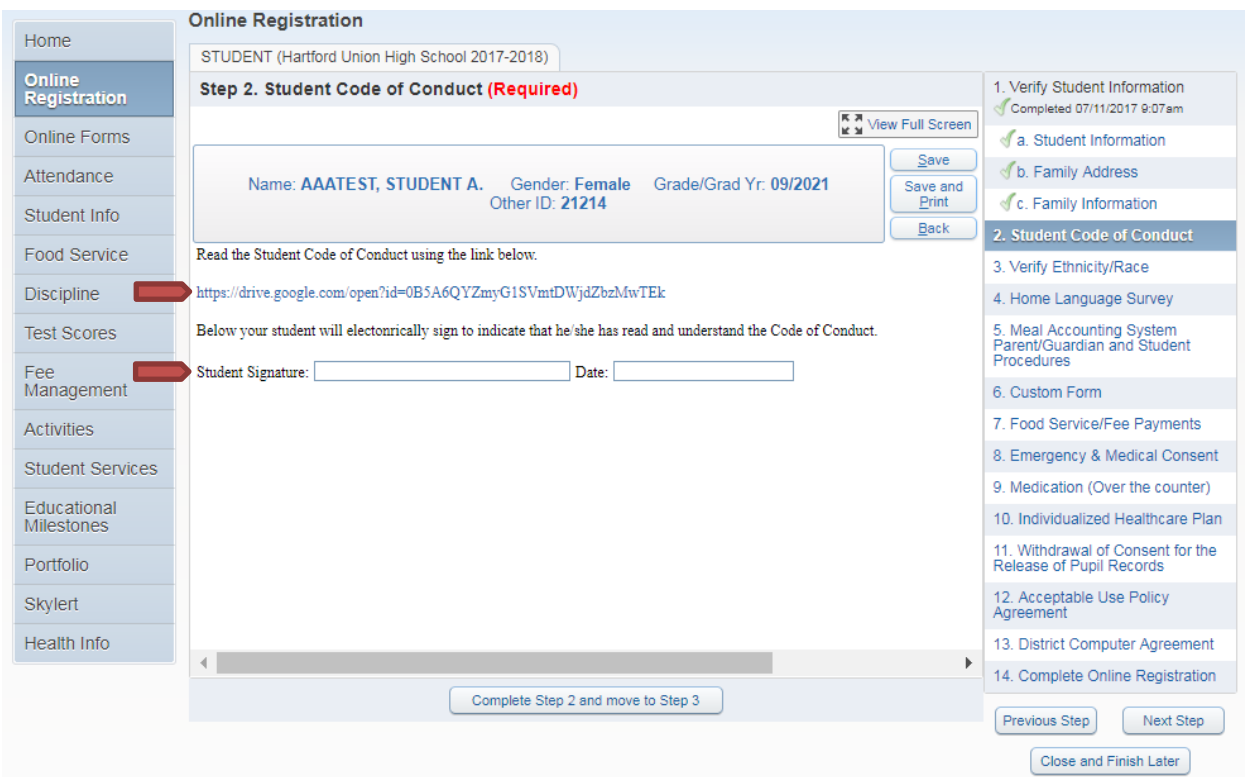
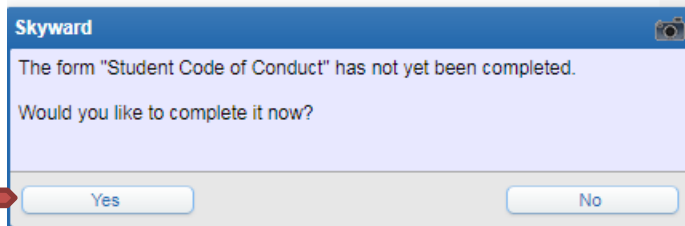
Primary Phone: (262) 223-1539 Ext:   
  Ext:   
  Ext:

Guardian Number: 2  
Name: Stepdad AAATest  
 Custodial  
Relationship: STEPFATHER  
Employer:   
Home Email:

1. Verify Student Information
- ✓ a. Student Information
- ✓ b. Family Address
- c. Family Information**
2. Student Code of Conduct
3. Verify Ethnicity/Race
4. Home Language Survey
5. Meal Accounting System Parent/Guardian and Student Procedures
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# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Student Code of Conduct Agreement.
- You must click on the link to read the Student Code of Conduct Agreement and review this information with your child.
- By typing in the Student Signature and Date you acknowledge that this information has been reviewed with your child.
- Click "Complete Step 2 and move to Step 3".



The main online registration interface. On the left is a navigation menu with items like Home, Online Registration, Online Forms, Attendance, Student Info, Food Service, Discipline, Test Scores, Fee Management, Activities, Student Services, Educational Milestones, Portfolio, Skylert, and Health Info. The main content area is titled "Online Registration" and shows the student's name "STUDENT (Hartford Union High School 2017-2018)". The current step is "Step 2. Student Code of Conduct (Required)". It displays student information: Name: AAATEST, STUDENT A., Gender: Female, Grade/Grad Yr: 09/2021, Other ID: 21214. There are buttons for Save, Save and Print, and Back. Below this, there is a link to a Google Drive document for reading the Student Code of Conduct. A section for electronic signing includes fields for "Student Signature:" and "Date:". At the bottom, there is a button "Complete Step 2 and move to Step 3". On the right side, there is a progress list of 14 steps, with step 2 highlighted. At the bottom right, there are buttons for "Previous Step", "Next Step", and "Close and Finish Later".

# ONLINE REGISTRATION COMPLETION

- When you have completed reviewing the Ethnicity/Race statement from the Superintendent click continue.
- Verify your Ethnicity/Race Information.
- Click “Complete Step 3 and move to Step 4”.

**Online Registration**

STUDENT (Hartford Union High School 2017-2018)

**Step 3. Verify Ethnicity/Race (Required)**

Dear Parent or Guardian:


Every school district is required to report to the Department of Education each year student data by race and ethnicity categories that are set by the federal government. The Department of Education does not report individual student data to the federal government but does report the total number of students in various categories in each school. These reports help us keep track of changes in student enrollments and ensure that all students receive the education programs and services to which they are entitled.

The federal government recently changed the reporting categories for student data. As a result, you have the opportunity to update the student data for your child. With the new reporting categories, you may now identify your child by ethnic group (either Hispanic/Latino or not Hispanic/Latino) and by one or more racial groups (American Indian/Alaska Native, Asian, Black/African-American, Native Hawaiian/Other Pacific Islander, White). Starting with the 2009-2010 school year, all schools will report student data to the Department of Education using the new categories.

Please complete the online form by no later than the first day of school.

For more information about the student data reporting categories for ethnicity and race, please contact the district office.

Sincerely,  
Attila J. Weninger, Ph.D., Superintendent



**Online Registration**

STUDENT (Hartford Union High School 2017-2018)

**Step 3. Verify Ethnicity/Race (Required)**

Please answer BOTH questions 1 and 2.

1. Is **STUDENT A. AAATEST** Hispanic or Latino?

No, My Child is not Hispanic or Latino

Yes, My Child is Hispanic or Latino - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race

2. What is **STUDENT A. AAATEST's** race? *(Please mark all that apply)*


**American Indian or Alaska Native** - A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment

**Asian** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, e.g., Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam

**Black or African American** - A person having origins in any of the black racial groups of Africa

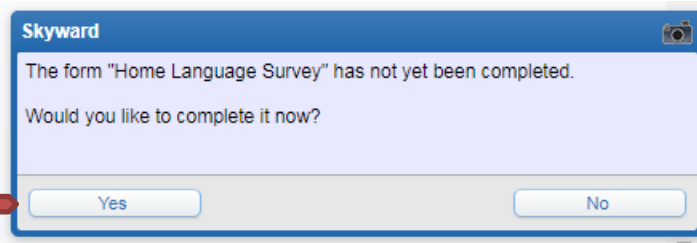
**Native Hawaiian or Other Pacific Islander** - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

**White** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa



# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Home Language Survey
- Complete all questions on this survey.
- Click "Complete Step 4 and move to Step 5".



**Online Registration**

STUDENT (Hartford Union High School 2017-2018)

**Step 4. Home Language Survey (Required)**

[View Full Screen](#)

Name: **AAATEST, STUDENT A.** Gender: **Female** Grade/Grad Yr: **09/2021**  
Other ID: **21214**

[Save](#)  
[Save and Print](#)  
[Back](#)

Person completing the survey

Mother  Father  Guardian  Other  Student

Was year did your child first enroll in a school in the United States?

What language did your child speak when he or she first began to talk?

What Language do you use most of the time when talking to your child?

What Language does your child speak most of the time at home?

What is your preferred language for home/school communication?

Would you like to receive a paper copy of Report Card: Yes

Electronic Signature of Person Completing the Survey:

Date survey is being completed:

[Complete Step 4 and move to Step 5](#)

# ONLINE REGISTRATION COMPLETION

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- Click on the link to view the Meal Accounting System for Parent and Student Procedures.  
(You must click this link before you can move to the next step.)
- Click "Complete Step 5 and move to Step 6".

## Online Registration


STUDENT (Hartford Union High School 2017-2018)

### Step 5. Meal Accounting System Parent/Guardian and Student Procedures (Required)

Please read the documents linked below.

Thank You - HUHS Food Services

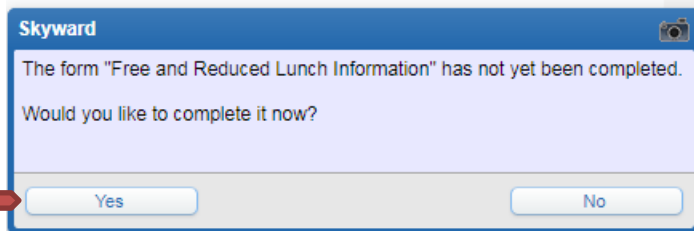
 [Meal Accounting System Parent/Guardian and Student Procedures](#)

 [Complete Step 5 and move to Step 6](#)



# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Free and Reduced Lunch Information.
- Click the links to read the information on Free and Reduced Lunch Program.
- Type name in signature line as well as date.
- Click on the link at the bottom if you wish to complete the Free and Reduced Lunch Program application.
- Click "Complete Step 6 and move to Step 7".



## Online Registration

STUDENT (Hartford Union High School 2017-2018)


### Step 6. Custom Form (Required)

 View Full Screen

Name: AAATEST, STUDENT A. Gender: Female Grade/Grad Yr: 09/2021  
Other ID: 21214

Please follow the link below to read information on the Free and Reduced Lunch Program. Please acknowledge

 <http://www.huhs.org/district/FoodServices/frapplication/fr-application-parent-guardian-letter-faq.pdf>

    
Signature of person completing this form Date

If you wish to apply for the Free and Reduced Lunch Program please fill out the form linked below.

 [http://www.huhs.org/district/FoodServices/frapplication/fr-letter\\_instructions1617.pdf](http://www.huhs.org/district/FoodServices/frapplication/fr-letter_instructions1617.pdf)



# ONLINE REGISTRATION COMPLETION

- In this next step you will log in to your RevTrak account to pay course fees or to add money to your child's lunch account. When you have completed the payment process return to Online Registration.
- Click "Complete Step 7 and move to Step 8".

Online Registration


STUDENT (Hartford Union High School 2017-2018)

**Step 7. Food Service/Fee Payments (Required)**

[View Full Screen](#)

Hartford Union High School District

## Log in to the Web Store

Email 

Password

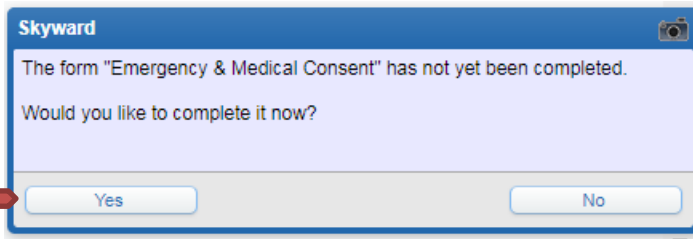
[Forgot password?](#)

**LOG IN**

[Complete Step 7 and move to Step 8](#)

# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Emergency & Medical Consent.
- Review the HUHS Emergency & Medical Consent Policy. If you are unable to see the entire statement you can scroll over by using the bar at the bottom of the screen.
- Sign and date this form.
- Click "Complete Step 8 and move to Step 9".



## Online Registration

STUDENT (Hartford Union High School 2017-2018)

### Step 8. Emergency & Medical Consent (Required)

 View Full Screen

Name: AAATEST, STUDENT A. Gender: Female Grade/Grad Yr: 09/2021  
Other ID: 21214

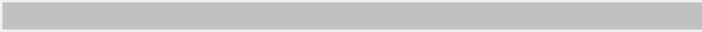
Save

Save and  
Print

Back

I, parent/guardian of  recognize that as a result of injury or illness, medical treatment or personnel may be unable to contact me for emergency medical care. I do hereby consent in advance to such medical treatment, as well as to the cost of such medical treatment. I further understand the cost of such medical treatment will be borne by the parent/guardian's insurance and /or the parent/guardian.

Parent/Legal Guardian's Signature:  Date:



# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Medication (Over the Counter) form. This form is not a required form, however, you will still need to complete the step in order to complete the registration process.
- Complete all information as it pertains to your child.
- Click “Complete Step 9 and move to Step 10”.

**Skyward**

The form "Medication (Over the Counter)" has not yet been completed.  
Would you like to complete it now?

**Online Registration**

STUDENT (Hartford Union High School 2017-2018)

**Step 9. Medication (Over the counter) (Optional)**  
Click yes in popup screen to create a form for this step.

Name: **AAATEST, STUDENT A.** Gender: **Female** Grade/Grad Yr: **09/2021**  
Other ID: **21214**

Name of Drug:  Dosage:

Purpose of Medication:

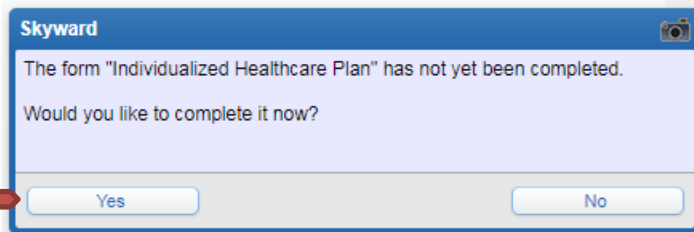
Date medication to begin:

Date medication to end:

Parent Signature Date

# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Individualized Healthcare Plan form. Again, this form is not a required form and only needs to be completed if it applies to your child. You do, however, need to complete the step before moving on to the next step. If your child requires any prescription medication during regular school hours, complete the form and click “save and print” on the top right. Once your child’s Physician has signed the form it should be returned to the HUHS Health Office.
- Click “Complete Step 10 and move to Step 11”.



**Online Registration**

STUDENT (Hartford Union High School 2017-2018)

**Step 10. Individualized Healthcare Plan (Optional)**

[View Full Screen](#)

Name: **AAATEST, STUDENT A.** Gender: **Female** Grade/Grad Yr: **09/2021**  
Other ID: **21214**

[Save](#) [Save and Print](#) [Back](#)

Student Name:

*Disclaimer on medication - administration of prescription medication at school requires a physicians signature. In order to*

1. *Complete this form*
2. *Print out form*
3. *Have physician sign*
4. *Return to HUHS Health Office*

**AUTHORIZATION**

As the parent/guardian, I ask for assistance to be provided to my child in taking the above listed medication(s) at school with below, I agree and understand some medical information may need to be shared with other HUHS staff members other than just at school. I give permission for my child to be transported to the nearest emergency facility if their condition warrants it. I understand emergency responders to provide the best care possible for my child.

Parent/Guardian Signature:

Date:

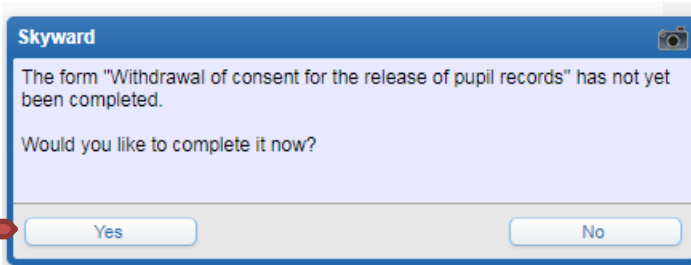
Physician Signature \_\_\_\_\_ Date \_\_\_\_\_  
*\*Required for all prescription medication taken at school*

Health Technician Reviewed \_\_\_\_\_ Date \_\_\_\_\_

[Complete Step 10 and move to Step 11](#)

# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Withdrawal of Consent for the release of pupil records form.
- Again, if you cannot see the entire statement you can scroll over using the bar at the bottom of the screen.
- Click “Complete Step 11 and move to Step 12”.



**Online Registration**

STUDENT (Hartford Union High School 2017-2018)

**Step 11. Withdrawal of Consent for the Release of Pupil Records (Required)**

[View Full Screen](#)

Name: AAATEST, STUDENT A. Gender: Female Grade/Grad Yr: 09/2021  
Other ID: 21214

[Save](#)  
[Save and Print](#)  
[Back](#)

**WITHDRAWAL OF CONSENT FOR THE RELEASE OF PUPIL RECORDS**

Under State (Wisconsin Statutes 118.125) and Federal law, the student records information detailed below is public information a District without prior consent. Any parent or guardian who does not wish to have the below information released may return this : refuse to allow to be released.

If you wish to withdraw the consent for the release of any pupil records detailed above, this form must be received by the District school (or within two weeks of receipt of this notice if enrolling after the school year has begun). If not completed on Student Reg

Hartford Union High School  
805 Cedar Street  
Hartford, WI 53027

\*This consent form will remain in effect until a parent or guardian provides written consent to release previously withheld pupil r

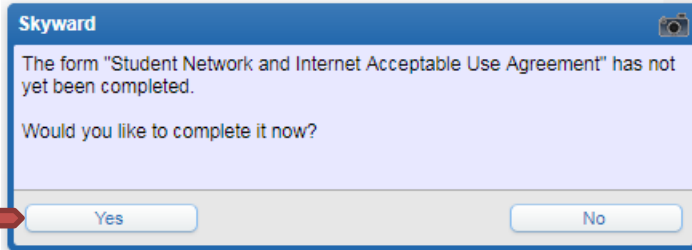
The form can be found here

[http://www.huhs.org/academics/Counseling/WithdrawalOfConsent\\_PupilRecords.pdf](http://www.huhs.org/academics/Counseling/WithdrawalOfConsent_PupilRecords.pdf)

[Complete Step 11 and move to Step 12](#)

# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Student Network and Internet Acceptable Use Agreement.
- All fields on this form are REQUIRED fields. This information should be reviewed with your child and both parent and student must agree, sign and date.
- Click "Complete Step 12 and move to Step 13".



**Online Registration**

STUDENT (Hartford Union High School 2017-2018)

**Step 12. Acceptable Use Policy Agreement (Required)** View Full Screen

Name: **AAATEST, STUDENT A.** Gender: **Female** Grade/Grad Yr: **09/2021**  
Other ID: **21214**

**Hartford Union High School**  
**Student Network & Internet Acceptable Use and Safety Agreement**  
**For Parent and/or Guardian & Student**

**Student**

I have read and agree to abide by the Student Network & Internet Acceptable Use and Safety Policy at (<http://www.boarddocs.com/wi/huhs/Board.nsf/goto?open&id=AG8T686550D2>). I understand any violation of the Policy, and Guidelines is inappropriate and may constitute a criminal offense. As a user of the Board's Internet, I agree to communicate over the Internet and the network in an appropriate manner, honoring the Board's guidelines.

**I Agree**

**Student's Signature:**  **Date:**

**Parent**

As the parent/ guardian of this student, I have read the Student Network & Internet Acceptable Use and Safety Policy at (<http://www.boarddocs.com/wi/huhs/Board.nsf/goto?open&id=AG8T686550D2>) and have discussed this policy with my child. I understand that access to the Internet is designed for educational purposes and the Board, consistent with this purpose, has implemented technology protection measures that restrict and/or control student access to material that is objectionable, inappropriate and/or otherwise harmful to minors. However, I recognize it is impossible to restrict access to all objectionable and/or controversial materials, which may be found on the Internet. I will not hold the Board or its administrators, or officers) responsible for materials my student may acquire or come in contact with while using the Internet. I accept responsibility for communicating to my child guidance concerning his/her acceptable use of the Internet and the standards for my daughter/son to follow when selecting, sharing and exploring information and resources on the Internet. Individuals and families may be liable for violations. To the extent that proprietary rights in the design of software or servers would vest in my child upon creation, I agree to assign those rights to the Board.

My signature below acknowledges my child will have Internet access and a District-issued email account.

**I Agree**

**Parent/Guardian's Signature:**  **Date:**

**Complete Step 12 and move to Step 13**

# ONLINE REGISTRATION COMPLETION

- Click Yes to complete the Student Computer Acceptance Form.
- All fields on this form are REQUIRED fields. This information should be reviewed with your child and both parent and student must sign and date.
- Use the bar at the bottom of the screen if you cannot see the entire statement.
- Click "Complete Step 13 and move to Step 14".

**Skyward**

The form "Student Computer Acceptance Form" has not yet been completed.

Would you like to complete it now?

**Online Registration**

STUDENT (Hartford Union High School 2017-2018)

**Step 13. District Computer Agreement (Required)**

Name: **AAATEST, STUDENT A.** Gender: **Female** Grade/Grad Yr: **09/2021**  
Other ID: **21214**

Computer Acceptance Form  
Hartford Union High School District

Personal Software and/or Hardware Installation and Use Agreement

1. The Hartford Union High School District will provide a computer to the student with a specific software configuration licensing of any additional software they attempt to install that wasn't installed on the computer originally.
2. If the installation of additional software or hardware by the student causes the computer to experience operating errors by reimaging the computer to its original software/hardware configuration. The student is responsible for backing up the computer and reimaging.

This computer is the property of Hartford Union High School District and must be used in accordance with the Student Network Policy 7540.03 - <http://www.boarddocs.com/wi/huhs/Board.nsf/goto?open&id=AG8T686550D2>

Your signature below signifies that:

1. You accept responsibility for the computer and any accessories, upon distribution.
2. You agree to the terms listed under Personal Software and/or Hardware Installation and Use Agreement section.
3. You agree to use the computer in accordance with the District's Acceptable Use and Safety Policy.
4. You agree to return the computer in working condition, considering normal wear and tear, to HUHS upon request.
5. You agree to use the computer for educational purposes only.

*Student Signature*  *Date*

*Parent/Guardian Signature*  *Date*



# ONLINE REGISTRATION COMPLETION

- In the next step you will be able to see that each step has been completed. The date and time that the step was completed. If there are any steps that have not been completed there will be a red “not completed” in this area instead of a date and time.
- Click “Submit Online Registration”.

### Online Registration

STUDENT (Hartford Union High School 2017-2018) [Print](#)

#### Step 14. Complete Online Registration (Required)

By completing Online Registration, you are confirming that the Steps below have been finished.  
Are you sure you want to complete Online Registration for STUDENT?

##### Review Online Registration Steps

Step 1) <b>Verify Student Information</b>	Completed 07/11/2017 9:07am
<i>No Requested Changes exist for Step 1.</i>	
Step 2) <b>Student Code of Conduct</b>	Completed 07/11/2017 9:25am
Step 3) <b>Verify Ethnicity/Race</b>	Completed 07/11/2017 9:29am
<i>No Requested Changes exist for Step 3.</i>	
Step 4) <b>Home Language Survey</b>	Completed 07/11/2017 9:38am
Step 5) <b>Meal Accounting System Parent/Guardian and Student Procedures</b>	Completed 07/11/2017 9:42am
Step 6) <b>Free &amp; Reduced Lunch Information</b>	Completed 07/11/2017 10:00am
Step 7) <b>Food Service/Fee Payments</b>	Completed 07/11/2017 10:03am
Step 8) <b>Emergency &amp; Medical Consent</b>	Completed 07/11/2017 10:18am
Step 9) <b>Medication (Over the counter)</b>	Completed 07/11/2017 10:39am
Step 10) <b>Individualized Healthcare Plan</b>	Completed 07/11/2017 10:48am
Step 11) <b>Withdrawal of Consent for the Release of Pupil Records</b>	Completed 07/11/2017 10:52am
Step 12) <b>Acceptable Use Policy Agreement</b>	Completed 07/11/2017 10:58am
Step 13) <b>District Computer Agreement</b>	Completed 07/11/2017 11:04am

Guardian Name: MOM AAATEST      Guardian Address: 508 CEDAR ST  
HARTFORD, WI 53027

[Submit Online Registration](#)

**ALL STEPS MUST BE COMPLETED IN ORDER TO SUBMIT YOUR ONLINE REGISTRATION**