

Chesaning Union Schools

850 N. Fourth Street
Chesaning, Michigan 48616

November 12, 2009

We are in the final stages of migrating to a new Student Information System. The parent portal configuration is complete and is ready to be made available to parents. One of the nice features of the new parent portal is that one parent account can access multiple students. You no longer need a different username and password for each student. The setup of this is a little more complicated and will take a little more time than the previous system. Because of the increased setup time, we are asking that you return the form below to any of the school main offices. We will setup your account and contact you once it is ready. For parents that had an account with our old system, you will still need to create a new account. **NOTE:** Records for students in the elementary buildings will only include attendance (grades will not be posted). For any concerns or for updates, please contact your student's teacher directly.

This system looks different than the previous system. We believe it is quite user friendly. However, a few potential items we are aware of are:

- Some attendance data is not currently displaying in the parent portal.
 - The schedule assignments listed are for the entire year.
 - If an assignment is highlighted in red, it means that the teacher has graded the assignment for some students but that your child does not yet have a score.
 - To print assignments, you will want to use the "Print PDF" option under the "Actions" menu.
 - Class progress is an indication of the students current grade in each of his/her/ classes
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Return this portion

Parent/Contact Name: _____

Parent/Contact Address: _____

Student Last Name	Student First Name	School	Grade	Relation to Contact

If all students listed are not siblings, please list which are not: _____

How would you like to receive your login information (please check one)?

- By mail
- By email: _____