

BACK-TO-SCHOOL PAPERWORK

NOW ONLINE

FOR ALL RETURNING STUDENTS ONLY

(newly enrolled students are exempt)

*****Thank you to the many families who have already completed their paperwork! It helps us out tremendously!*****

LOGIN TO THE SKYWARD FAMILY PORTAL

<https://skyward.iscorp.com/scripts/wsisa.dll/WService=wsedugillinghampa/seplog01>

Every parent's username is their first name, a period, and their last name, all lower case.

For example, **james.jones**

The default password is **Wolfpack** – if you have not yet logged in and/or changed your password, this password may work for you!

EMAIL DHOUSEL@GILLINGHAM.SCHOOL FOR A PASSWORD RESET IF YOU CAN'T IN!

1. When you login, the returning student paperwork link is on left.
2. Click that link.
3. Choose the student you wish to complete paperwork for.
4. Click the top link in the banner on the right side.
5. Work your way through all the paperwork.
6. Every page has a button at the bottom which must be used to pass to the next screen so the system knows you completed the page.
7. Submit the forms after you have filled everything out.
8. Please complete for each student in your household.

Special note for Change of Address ONLY. Please do not complete these steps if you have not moved! If you need to update your address with the school, please complete the following steps:

1. Complete of the change of address form in the returning student paperwork.
2. Complete an updated bus application in the returning student paperwork.
3. Complete an updated Residency Questionnaire.
4. Send a new proof address (a utility, lease agreement, mortgage statement, etc.) to enrollment@gillinghamcharterschool.org

IF YOU EXPERIENCE PROBLEMS WITH COMPLETING THE BACK-TO-SCHOOL
PAPERWORK, PLEASE EMAIL DHOUSEL@GILLINGHAM.SCHOOL FOR
ASSISTANCE.