

Accessing a Student Acknowledgment Form

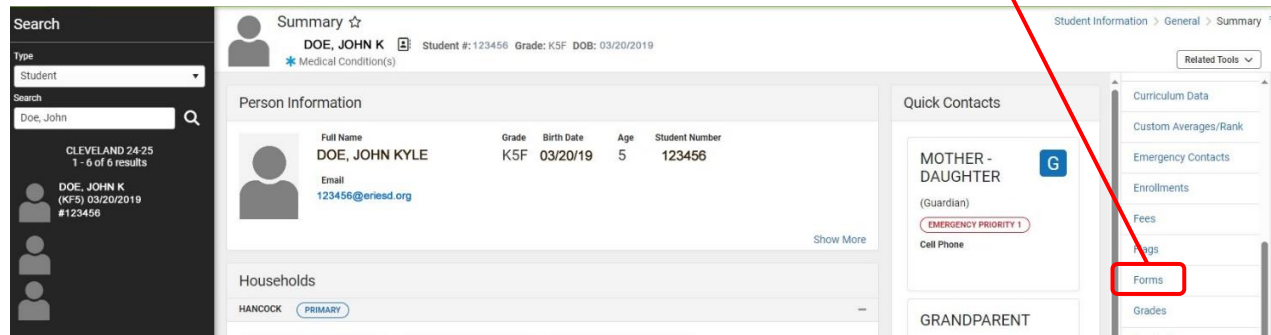
Erie's Public Schools – Information Technology

The following step-by-step directions will allow you to access, save and print a student's completed Handbook Acknowledgment Form.

Accessing a Student Acknowledgment Form

To access an individual student's completed **Student Acknowledgment Form**:

1. Search for the student who you want to view/print the signed acknowledgment form.
2. From the search results, click on the student's name.
3. From the right-hand side of the screen under **Related Tools**, click on **Forms**.



Search

Type
Student

Search
Doe, John

CLEVELAND 24-25
1 - 6 of 6 results

DOE, JOHN K
(K5) 03/20/2019
#123456

Summary ☆
DOE, JOHN K [ID] Student #: 123456 Grade: K5F DOB: 03/20/2019
★ Medical Condition(s)

Person Information

Full Name
DOE, JOHN KYLE

Grade
K5F

Birth Date
03/20/19

Age
5

Student Number
123456

Email
123456@eriesd.org

Show More

Households

HANCOCK PRIMARY

Quick Contacts

MOTHER - DAUGHTER (Guardian)
EMERGENCY PRIORITY 1
Cell Phone

GRANDPARENT

Related Tools

Curriculum Data
Custom Averages/Rank
Emergency Contacts
Enrollments
Fees
Forms
Grades

To view a **Student Acknowledgment Form**:

1. Click on the **Student Handbook Acknowledgment** to view the form.
 - a. A completed/signed form will have a green status of **Locked and Signed**.
 - b. An unsigned form will have a red status of **# Days Pending Esign**.

	Year	Module	Title	Created Date	Modified Date	Status	Batch Name
	(ALL)			month/day/...	month/day/...	(ALL)	
▼ Year: 24-25							
	24-25	Student Handbook Acknowledgment	Student Handbook	09/03/2024 7:04:36 AM	09/03/2024 7:04:36 AM	LOCKED & SIGNED	Student Handbook

2. From the **Custom Form – Student Handbook** window, click **Print** at the bottom of the page.
3. From the new window that appears, you can **Print** or **Save** the completed acknowledgment form.