



Request for Access to ISIS Family Module

Please print all information. All fields are required to process your application.

Identification (to be completed by the user)

Student Name _____ Date of Birth: ____/____/____ Grade _____
 Last First Middle mm dd yy

Parent/Guardian Name _____ Email Address _____
 Last First Middle

Parent/Guardian Address _____
 Number Street Apt./Unit City Zip Code

Phone (____) _____ Phone (____) _____ Work Work
 Home Alternate Cell Alternate Cell

Relationship to Student: Natural/Birth Parent Adoptive Parent Legal Guardian Other* _____

Provide user instructions to the address above student above, during school hours school office for pick up

Acceptable Use Agreement

As a user of the Integrated Student Information System (ISIS) Family Module, I understand that I will have access to confidential student and family records and will adhere to the following guidelines:

1. I must guard the student's records from being viewed by non-authorized users.
2. Sharing my ISIS Family Module user name and password with anyone is **not** appropriate and may result in deactivation of my account access.
3. I will not attempt to harm or destroy data, the District network, or the Internet nor will I access data of other users. Any individual identified as a security risk will be denied access to the ISIS Family Module.
4. I will not use the ISIS Family Module for any illegal activity, including violation of data privacy laws. Such violation is subject to civil and/or criminal prosecution.
5. If I identify a security problem with the ISIS Family Module, I will immediately notify local school staff or the Los Angeles Unified School District's Information Technology Division.

I verify that the information I provided in this document is true and correct to the best of my knowledge.

Signature _____ Date ____/____/____
 mm dd yy

Please return this form to Drs. Marcel M. van Baal (Computer Room Verdugo Hills High School)

Attach any needed documentation for legal access to educational records. For more information, ask office staff for a summary of LAUSD policy (Bulletin 1077.1) on appropriate access to confidential student information.

Office Use only

<p><input type="checkbox"/> Approved</p> <p>____ sent to home address as verified on Access Key letter or in SIS</p> <p>____ sent to student in Period: _____ Room: _____</p> <p>____ held in school office file for pick up</p> <p>Processed by: _____ on ____/____/____ name mm dd yy</p>	<p><input type="checkbox"/> Denied</p> <p>____ Reason _____</p> <p>____ Applicant Notified by _____</p>
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