



Items you will need:

*For Activity forms: Family Physician Name, **Insurance Card info.**

*Your Student-- to read and approve forms with you.

<http://www.tomahawk.k12.wi.us/>

FAMILIES Tab, (hover over)

COMMUNICATION; Family Access – Skyward

“Login to Family Access – Skyward Student Portal” (yellow link)

Enter your Login and Password (***)

If you have more than one student you must choose them from the dropdown box on top.

Click on “Go to **Annual Student Information Update** for _____”

Begin by selecting Step 1. a.

*****HINT! Always click on “View Full Screen” when available, or some information may not appear.**

Make any changes for steps a-e.

After reviewing each step you must click “Complete step _” at the bottom of the page.

Steps 2 is a required step.

Steps 3 and 4 MUST be completed if your student will be participating in any club, activity or athletic team. The WIAA Physical Form is not included, as there must be a hard copy on file at the THS office. If you choose to opt out of **these** forms check the “I do not wish to fill out this optional form” boxes.

Step 5 is a link to an optional digital form. If you choose to opt out of **this** form you must still open the link, then “X” out to close, and click “Complete Step 5 and move to Step 6”.

At the end of the process, Step 6,

Click on the box that says

“Submit Annual Student Information Update.”

Thank you!

Middle School: [715-453-5371](tel:715-453-5371)