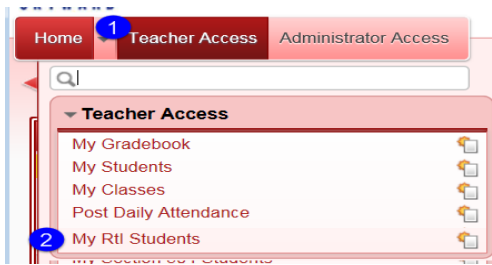
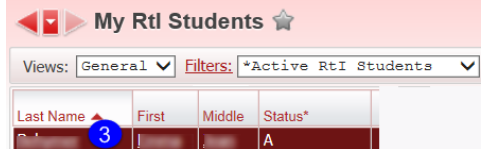
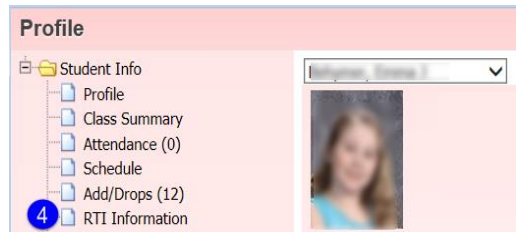
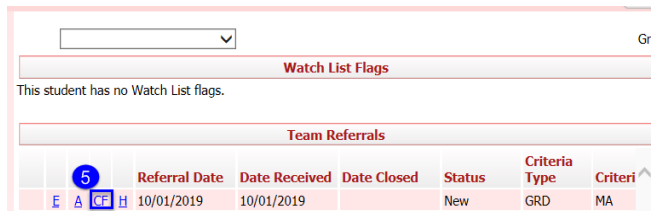
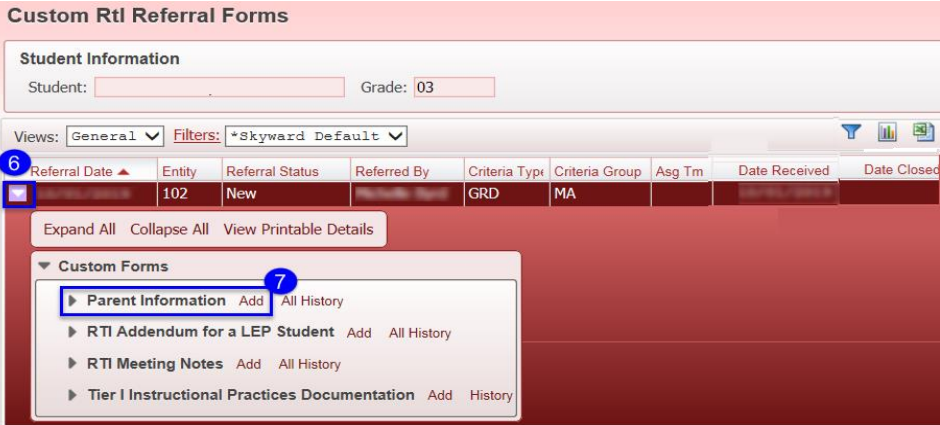


# RTI Parent Information Letter for Referral

<p>1. Teacher Access</p> <p>2. My RTI Students</p>	
<p>3. Locate the student and click the student name to receive the Parent Information Letter</p>	
<p>4. Student Info: Select RTI Information</p>	
<p>5. Click on CF to open the Custom Forms area of the Referral</p>	
<p>6. Choose the drop down arrow to expand the record</p> <p>7. Select to Add</p>	
<p>8. Enter Teacher Name</p> <p>9. Save and Print</p>	