

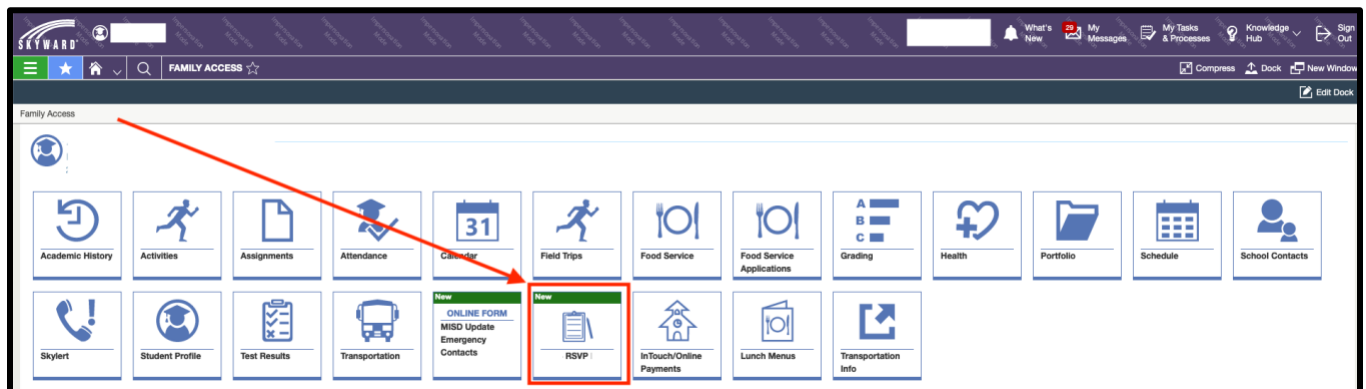
MISD RSVP Process for Families

Each year, parents must complete the RSVP process to acknowledge important policies and complete required forms for schools. Parents will need to complete the RSVP process for each of their students by logging into Skyward's Family Access Portal.

1. Navigate to <https://www.q.wa-k12.net/mercer>
2. Use regular Skyward credentials to log into Family Access
3. If not immediately directed to the home page, click the **down arrow** to the right of the **Home icon** and select **Family Access**



4. Available tiles for Family Access information will display. Click the “**2X-2X RSVP**” tile for the appropriate school and student to begin.



5. Click green **Start** or **Resume** button to begin the steps

23-24 RSVP MIHS

0 of 25 Instructions

Start >

Instructions

- Review Student Verification Process (Required)
- Washington State Ethnicity and Race Data (Required)
- MISD Attendance Letter (Required)
- Annual Student Health Form (Required)
- MISD District Behavior Policies (Required)
- MISD Secondary Field Trip Behavior (Required)
- Laptop Program Responsible Use Policy (Required)
- Participation in Online Curric Projects (Required)
- FERPA Notification (Required)
- MIHS Student Handbook (Required)
- COVID Rapid Antigen Testing Consent (Required)
- COVID Vaccination Information (Required)
- COVID Vaccination Card (Optional)
- Recording Consent (Required)
- Establishing and Verifying Residency (Required)
- Residency Verification (Required)

Please complete all steps of the Review Student Information & Verification Process (RSVP) and submit to your student's school. We appreciate your support in this process.

6. Each page requires an acknowledgment at the bottom of the page to indicate completion of the step. Some screens will ask for information to be entered and some screens will only require acknowledgment of the information displayed. When ready to move to the next step, click the checkbox **"I Agree"** and then click **"Complete & Next"**.

Terms of Agreement Under the Federal Electronic Signatures in Global and National Commerce Act, before you may electronically sign this form, you must be provided with certain of the following information and you must affirmatively agree to the following and thereafter not withdraw your agreement.

By clicking 'I Agree' and submitting this agreement via the internet, I acknowledge that:

I have read and understood the foregoing Electronic Signature Agreement and that I intend to be bound thereby.

I understand and agree that my electronic signature is the equivalent of a manual signature and that others may rely on it as such in connection with any and all agreements I may enter into, including but not limited to this Electronic Signature Agreement.

I further acknowledge and agree that it is my obligation to immediately advise the school district of any change in my electronic address (i.e., email address).

I further acknowledge and agree that it is my obligation to immediately advise the school district in the event that I withdraw my consent to this Electronic Signature Agreement.

I acknowledge and agree that the individual electronically signing this form is the individual in whose name the account is set up, or is someone authorized to submit this form by the person whose name is on the account.

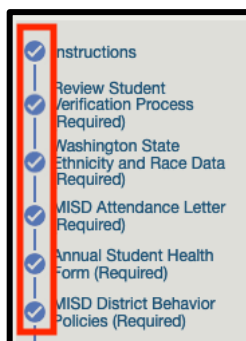
I Agree ☒

Review Student Verification Process

0 of 25 Step 1 (Required)

< Previous **Complete & Next >**

7. When each page is completed, a checkmark will display in the **Navigation Bar** on the left.



8. Several screens have an **Upload** Attachment feature for immunization records, residency verification and parenting plan documentation. If the attachment is optional, click Skip. If it's required, you will need to upload the required attachment prior to submitting RSVP.

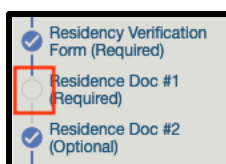
For Renters: Lease Agreement (Please provide a current, unexpired Lease Agreement with minimum 6 months. Lease must include signature page with landlord and tenant signatures.)
For Home Owners: Please provide a copy of the Homeowner Insurance Acknowledgment

UPLOAD FILE

For Renters: Lease Agreement (Please provide a current, unexpired Lease Agreement with minimum 6 months. Lease must include signature page with landlord and tenant signatures.)
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*Residence Doc #1 Upload

9. If steps are not completed, the step will not show the checkmark in the Navigation Bar. RSVP cannot be submitted to the school with any incomplete steps.



***I Agree**

Signed By Date Signed 05/29/2024 Wednesday

Please complete all required steps. Use the navigator above to access incomplete steps.

10. Once all steps are completed with green checkmarks, click **Complete & Review** to verify accuracy of the information. When ready to submit, check the box at the bottom to confirm everything is completed and then click **Submit Form**.

24 of 25 Step 25 (Required) < Previous **Complete & Review >**

RSVP | 24 of 25 Review < Previous **Submit Form >**

(Required)

MIHS Student Handbook (Required)

COVID Rapid Antigen Testing Consent (Required)

COVID Vaccination Information (Required)

COVID Vaccination Card (Optional)

Recording Consent (Required)

Establishing and Verifying Residency (Required)

Residency Verification Form (Required)

Residence Doc #1 (Required)

Residence Doc #2 (Optional)

Utility Bill #1 (Required)

Utility Bill #2 (Required)

Residence Doc #3 (optional) (Optional)

MIHS General Transcript Release (Required)

MIHS NCAA Transcript Release Form (Required)

Student Housing Questionnaire (Required)

MISD Student Insurance Letter (Required)

Review

Gender:

DOB:

Grade:

Attending School Name:

Open Form

Name of Parent/Guardian or Adult caring for student:

Current Address (hotel, shelter, or area):

Phone number or contact number:

Open Form

Electronic Signature

Name of Parent/Guardian/Unaccompanied Youth:

Name of Parent/Guardian/Unaccompanied Youth:

STEP 25: MISD STUDENT INSURANCE LETTER

Open Form

Open Form

Electronic Signature

☒ I confirm that all of the above information is correct to the best of my ability.