HOW TO SIGN IN TO SKYWARD & ACCESS BACK-TO-SCHOOL FORMS

Below are instructions to complete online back-to-school paperwork for your student.

1. On your computer or phone/tablet, go to www.westerncenter.org NOTE: This cannot be completed in the Skyward app – Do Not Google 'Skyward' to access the sign-in page.

2. In the blue ribbon at the top of the page (PC) or the side of the page (mobile device) choose *Parents & Students*

3. Choose *Skyward Family/Student Access*

4. Enter your username and password. Follow the format below for parent/guardian name – do not use the student name.

Username:	parentfirstname.parentlastname	(all lower case)
Password:	wildcats77!	For New Users – Continue to use your established password for returning parents.

5. Click on Back to School Forms then choose the link at the top "*complete online forms for your student*"

6. There are 5 steps - be sure to check 'complete this step' at the bottom of each page. At the end, you should have all green checkmarks on the right hand side.

It is important that this paperwork be completed to allow your student full access to his/her program area at WMCTC.

Please let me know if you have any questions.

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