

Data Confirmation 2021/22 Instructions

Step 1: Login to <https://my.iusd.org>

- Enter your email address and password (this is your Parent Portal login information)
 - Parent portal accounts are **automatically created** when a student has enrolled in IUSD.
 - If you **DO NOT** have a parent portal account, please contact the front office staff at your student's school to request your email address be added to the contact record of your student. Once the email address is added or updated, your parent portal account will automatically be created and you will receive an email from DoNotReply@iusd.org with your account information.
 - If you forgot your password, please click on "Forgot Password?"
 - If you need assistance logging in, please contact the front office staff at your child's school first. For technical issues contact help desk at helpdesk@iusd.org.

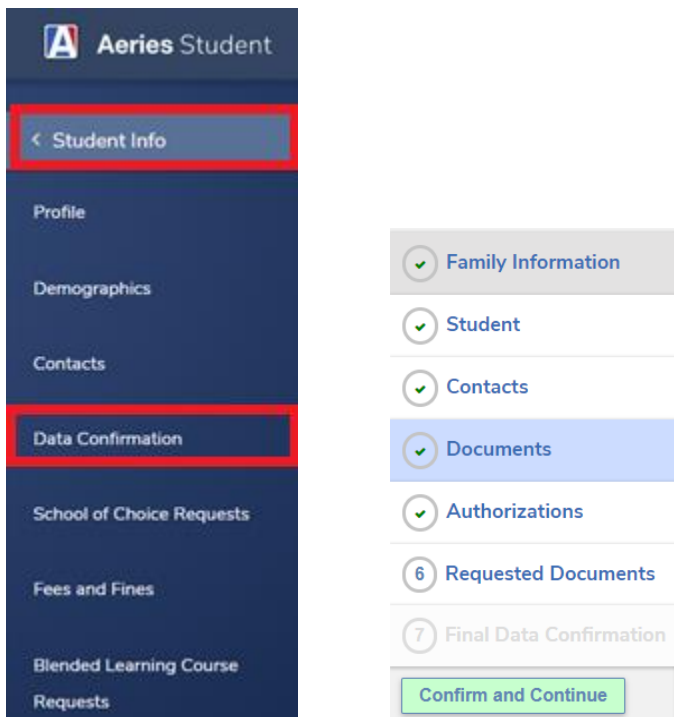
The image displays two side-by-side screenshots of the Irvine Unified School District Aeries Student Information System login page. Both screenshots show the Irvine Unified School District logo at the top, followed by the Aeries logo and the text 'Student Information System'. A language dropdown menu is visible in the top right corner of both, set to 'English'. The left screenshot shows an 'Email' input field and a red 'NEXT' button. The right screenshot shows a 'Password' input field and a red 'SIGN IN' button. At the bottom of both screenshots, there are links for 'Forgot Password?' and 'Create New Account'.

Step 2: Select Student

- Once you login, the system will default to your child.
 - If you have more than one child, you will need to move your cursor over "**Change Student**" in the upper right hand corner of the screen. Please note that **Data Confirmation** must be completed for each student. Here are instructions for changing students in parent portal: [How to Change Students in Parent Portal](#)

Step 3: Student Data Confirmation Process

- In the **Student Info Tab**, please click on **"Data Confirmation"**. Please complete each of the tabs listed below and follow the instructions provided.



1. **Family Information**

This section includes a **MILITARY SURVEY**. **PLEASE READ CAREFULLY. THIS IS A MILITARY/UNITED STATES ARMED FORCES FAMILY QUESTIONNAIRE:** As a part of the new accountability requirements under the Every Student Succeeds Act (ESSA), the U.S. Department of Education is requiring school districts to identify students who are United States armed forces family members. Once you select "Yes" or "No", please click the "Confirm and Continue" button.

2. **Student**

Update any changes by clicking on the **"Change"** button on the bottom of the page. Once changes are complete, please "Save" then click on **"Confirm and Continue"**.

3. **Contacts**

Change/Add/ Delete contacts in this tab. Once changes are complete, please "Save" then click **"Confirm and Continue"**.

4. Documents

Please read each document in this section, and follow the instructions listed. The Health Condition Form and the Residency Affidavit will need to be completed and uploaded to the Requested Documents tab (tab #6)

District

(Dst)Health Condition Information Form
*Required
Mandatory: All students and grade levels, please fill out, complete, save the form and upload to the Requested Documents tab in Data Confirmation.

(Dst) Residency Verification Affidavit-fillable.pdf
*Required
The Irvine Unified School District has established annual residence verification practices and procedures to leverage collective district resources to serve families in our community. As part of the residence verification process, parents/guardians are required to complete a Residency Verification Affidavit.
Mandatory: All students and grade levels, please fill out, complete, save the form and upload to the Requested Documents tab in Data Confirmation.

Other documents will need to be printed and returned to your student's school. **You cannot continue with the confirmation process until you read and confirm all of the documents listed on this tab.** Once all documents have been read, please click **"Confirm and Continue"**.

5. Authorizations

Please review **all** information on this screen with your child and click Allow or Deny when appropriate. Please note there are mandatory authorizations that must be checked in order to move forward with the data confirmation. Once complete, please click "Save" at the bottom of the page. Then click **"Confirm and Continue"**.

6. Requested Documents

Please upload the completed Residency Affidavit and Health Information Form. Once the documents are uploaded click "Confirm and Continue". If you have difficulty uploading your documents, please contact your student's school. Click [here](#) for a list of schools and phone numbers.

Mandatory: All students and grade levels, please upload the Residency Affidavit and Medical Information Form below.

Residency Affidavit Required
Please upload the completed Residency Affidavit found in the Documents tab in Data Confirmation.

Files
Select documents...

Medical Information Form Required
Please upload the completed Medical Information Form found in the Documents tab in Data Confirmation.

Files
Select documents...
health condition information form fil... 105.75 KB

Step by step instructions for Requested Document Upload in Data Confirmation on Parent Portal [here](#).

7. Final Data Confirmation

Please confirm that all information has been read and that you have completed the online data confirmation process. Once complete, please click the **Finish and Submit** button. Follow any further instructions listed.

Please note:

The system will not allow you to perform Final Data Confirmation until all the previous tabs have been completed.

