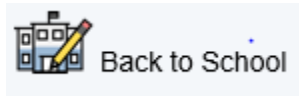


Back-To-School Forms

1. **Login** to PowerSchool [Parent Portal](#).
 - If you do not have an account, please refer to the [Parent Portal documentation](#) that can be found on our website for creating new accounts.
2. **Click** on the Back to School icon found in the menu on the left.



3. A new screen will open asking you to comply with COPPA (Children’s Online Privacy Act). Simply **check** the box to affirm that you are 13 years of age or older.
 - This screen will only appear once. In the future, you will bypass this screen.

Access Online Forms

You have requested to complete online forms for West Chester Area School District from your PowerSchool Parent Portal. To begin this process, powered by PowerSchool Enrollment, choose one of the options below.

This step is necessary only once – subsequently you will be automatically logged in from your PowerSchool Parent Portal.

New to PowerSchool Enrollment

Haven't used PowerSchool Enrollment before? Get started below.

To comply with COPPA, I affirm that I am 13 years or older.

[Begin Forms](#)

4. The next screen will be entitled “Snapcode Authentication”. Simply **enter** the Date of Birth in the mm/dd/yyyy format for your student and **click** Continue.

Snapcode Authentication

In order to better protect your privacy, we ask that you provide some additional information to authenticate the snapcode.

Date of Birth for Daniel
The date of birth must be in MM/DD/YYYY format.

[Continue](#)

5. The Introduction screen will begin the process of verifying information for your student. ****Due to changes in our PowerSchool software, some information may appear incomplete. Please thoroughly review and update your information for your student/s.*** You will be led through several forms. **Click** Next to continue through the process.

Back to School Forms 2019-2020 (Daniel)

Introduction

Forms

Student

Contacts

Priority

Medical

Agreements

Signature

Review & Submit

Back to School Forms

Welcome to West Chester Area School District's Back to School Forms. Please follow the steps below to continue.

1. **Click "Next" on this page, and enter the information requested by the online forms.**
Note: Required fields are marked as "Required", and West Chester Area School District will receive the data exactly as it is entered. Please be careful of spelling, capitalization, and punctuation.
2. **Click "Submit"!**
On the submission confirmation page you will have the opportunity to print out a copy of your Back to School Forms to keep for your records. Note: Once the form is electronically submitted, you will receive an e-mail confirmation.

Back to School Forms for Additional Students

A Back to School Forms form must be submitted for each student in your family. Once you have successfully submitted one Back to School Forms, you will have the opportunity to begin another from the "Submission Confirmation" page.

6. **Click** Submit on the Review and Submit page.
7. **Select** the next child in your parent portal account, if applicable, and repeat steps 2 – 6.