



## Electronic Access to Student Records

Texarkana Independent School District believes that parental involvement is a key element to student success. Therefore, we are proud to offer to Parents/Guardians, or students over the age of 18 years, electronic access to student's school-related information via our secure website – TISD Parent Access Center.

To gain approved access to the TISD Parent Access Center, please complete the application below. Only one application is required per family. Submit application with photo ID to the campus of your youngest child. Upon approval, the applicant will receive e-mail notification with access instructions. You will be assigned a unique username/password that should be kept in a secure location and not shared with others so that the student's electronic records can only be accessed by a Parent/Guardian with a valid username/password. Your username/password and the contents of the TISD Parent Access Center secure website will not be publicly available unless disclosure is required by a court of competent jurisdiction or a determination of the Attorney General, or otherwise required by law. Access to the TISD Parent Access Center can be cancelled at any time by contacting the student's campus registrar/secretary.

By completing and signing the application below, you:

- 1) represent that you are the Parent/Guardian of the student(s) listed and have the right to access their educational records, or that you are the student listed and over the age of eighteen (18) years;
- 2) consent to allow TISD to make your (or your student's) schedule, attendance record and grade information available to you by means of the TISD Parent Access Center which is a secure website accessible by a unique username/password;
- 3) agree that TISD shall not be responsible if, through no involvement of TISD, your username/password is used without your consent to access your (or your student's) electronic records, and you release TISD, its employees, agents, and trustees, for any claim arising from such unauthorized access; and
- 4) accept the guidelines and conditions set forth in this application for electronic access to your (or your student's) records.

Student Name (First, Middle, Last)	Date of Birth	Student ID	Grade	Campus
Student Name (First, Middle, Last)	Date of Birth	Student ID	Grade	Campus
Student Name (First, Middle, Last)	Date of Birth	Student ID	Grade	Campus
Student Name (First, Middle, Last)	Date of Birth	Student ID	Grade	Campus

Applicant Signature	Printed Name	Date	E-mail address
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*For security purposes, please designate a security question and security question answer that will be used to verify your account if you need to reset your password. Security questions should be information not obvious to an unrelated person and limited in length. Suggested security question hints: Mother's maiden name or first pet.*

Security Question \_\_\_\_\_ Security Question Answer \_\_\_\_\_

*Office Use Only*

ID Provided:	Eligible Parent/Guardian/Student (circle)	
Campus Secretary Signature:	Central Office Signature:	
Date:	Login Created:	E-Mail Sent:

**For More Information, contact: Amanda Manca, 903.794.3651 ext. 1031**