

# New in Family Access!

## Year Round Option for Families to Update Information

As the School District of La Crosse continues to move towards additional access through Family Access, families now have the ability to update their own phone numbers, email addresses, emergency contacts, doctor, dentist, and hospital information throughout the school year. You will also have the ability to update your address.

**\*\* Updating your address will still require verification. Your address will not be updated in our system until you provide this verification. Please provide address verification (utility bill, phone bill, or mortgage/lease) to your child's school or the Registrar's office at the Hogan Administrative Center at 807 East Ave. S.**

To update information:

- Log in to Family Access from [www.lacrosseschools.org](http://www.lacrosseschools.org) and select **Skyward Family Access** from the left side of the window.
- Once logged in, click on the **Student Info** button on the left side of the screen.
- In the upper right corner, there will be a link **Request Changes for (student name)**.

The screenshot shows the 'Family Access Student Information' page for a student named Abby Hoskins. The page is viewed in a Google Chrome browser window. The URL is <https://skyward.lacrosseschools.org/scripts/wsisa.dll/WService=wsEPlus/sfstudentinfo001.w>. The page header includes the Skyward logo and the user's name, 'SONJA HOSKINS'. The main content area is titled 'Student Information' and displays the following details for Abby Hoskins:

- Call: (504) 459-1885 (SONJA HOSKINS)
- 220 N SUNNYSIDE DR, CALEDONIA, MN 55921
- Grade: 12
- Gender: Female
- Age (Birthday): 17 (01/27/1998)
- Language: BULGARIAN
- Graduation Year: 2016
- Other ID: 33395

Below the student information, there is a table for 'Emergency Contacts':

Emergency Contacts	Primary Phone	Second Phone	Third Phone	Employer's Phone	Home Email
ROSE DOERING (GRANDMOTHER)	(507) 895-7132		(608) 797-9359 (Other)		

In the upper right corner of the student information section, there is a dropdown menu titled 'Request Changes for ABBY'. The menu options are:

- \* Family Address
- \* Family Information
- \* Emergency Information
- \* Emergency Contacts
- Add Emergency Contact
- View History
- View Unread Denials

- Click on this link and then select which area you would like to make changes to.
- Once your changes are made, click the **Save** button.