ANDREWS ACADEMY
Parent Application for Student Records Web Page Login
2009-10

Andrews Academy has made the following student information available on the academy web: *address, class schedule, attendance, semester grade reports, student account & payment by credit card, etc.*

You must have an account login and a password to access your student's records. Student logins will be generated automatically and will be different from the parent's/guardian's. Application for the parent/guardian account must be made to the academy office on the form attached. Login names from last year are still valid, if you had a student enrolled previously.

Parents/guardians who already have an Andrews University e-mail account may use that same login for accessing the academy's Student Records Web Page information once he/she authorizes the login to be validated for use on the Student Records Web Page (see below).

The web address is as follows: academy.andrews.edu or <www.andrews.edu/AA/>
Choose Student Resources on the main menu, then Student Web and provide the login name, etc.

Please print the following information:

Parent's Name _____ ID# _____
                                                          (for those with AU e-mail)

Academy Student's Name(s) _____ ID# _____

Telephone (Home)_____ (Work)_____ Date _____

Suggested Login Name _____ (AU e-mail login name if you have one-- skip the Password line)

Temporary Password _____ (you will change this on your first access, **DO NOT give one if you already have Andrews University e-mail**)

E-mail address _____

> *I understand that the Student Records Web Page display is an "in process report" and is not an official record of this student's account, attendance, or grades. Since this format is not appropriate for all subjects, not all current quarter progress reports are available online . Grades will be posted online as is feasible for each teacher and will be as current as time permits.*
>
>
> Parent's/Guardian's Signature _____ Date _____

For Office Use Only:
Date Approved _____ Notice Sent _____