



myStudent Documentation

mySchool Online Parent Acknowledgement

If a parent/guardian would like for their student to remain enrolled in mySchool Online in the 2nd semester after being notified they should return to their school for second semester, the parent/guardian will need to log into their parent portal to acknowledge in writing they are choosing for their student to remain in mySchool Online. Below are steps to support a parent submission of this document to their student's school.

Step 1: Enter your myStudent Parent Portal, select here: <https://pasco.focusschoolsoftware.com/focus/?skipSAML=true>

Note: If you do not have a parent account, you can create one here. <https://pasco.focusschoolsoftware.com/focus/auth/>

Below are directions once you are in your parent portal. Please reach out the myStudenthelp@pasco.k12.fl.us for questions regarding the form completion.

Step 2: After logging into your parent portal account in myStudent, a parent/guardian will see their student's name listed on the left side of the screen. They should select the student name to open up menu options. A parent/guardian will see a separate form for each child connected to their parent portal account.

Step 3: The **mySchool Online or Pasco eSchool - Not Making Adequate Progress Parent Acknowledgement** is an available form under **Forms Summary** area.

Child Info	Class Schedule
Class Requests	Test History
Absences	Attendance
Referrals	School Choice
Forms Summary	

Step 4: Select the **green** button to begin the form.

mySchool Online or Pasco eSchool - Not Making Adequate Progress Parent Acknowledgement	Not yet started - Click to begin in English [EN]
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Step 5: Review the acknowledgement, check the **checkbox** to acknowledge and select **Submit and Finish**.

A parent/guardian should only submit this form if deciding that your student who is not making adequate progress will continue in their current learning model.

I have been notified that my student, who is currently enrolled in the one or more of the online options (mySchool Online or Pasco eSchool) is not making adequate progress, but I am choosing to continue my student's enrollment in their current online option for the second semester.

I understand that my student will be required to engage in academic interventions provided by their school as a condition of continued enrollment.

Check this box as acknowledgement*

[Submit and Finish](#)