Completing Required Forms on HISD Connect

1. On a computer (not mobile app), go to [https://www.houstonisd.org/psc](https://www.houstonisd.org/psc) and login with the username and password you established when creating your PARENT account. If you do not have a PARENT/GUARDIAN account, please call our main office at 713-942-1430 or email Jessica.ParedesHerrera@houstonisd.org or Dhalia.Benavides@houstonisd.org to request your parent codes.

2. Once you have entered [https://hisdconnect.houstonisd.org/public/](https://hisdconnect.houstonisd.org/public/) and logged in, you will see a NAVIGATION menu on the left-hand side.

3. Please complete the following forms and update all necessary information and relevant documents. Be advised that as parents throughout the district might be accessing PowerSchool, the website might take extra time to save each document.
### Form Information

<table>
<thead>
<tr>
<th>Status</th>
<th>Form Name</th>
<th>Form Description</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submitted</td>
<td>[Houston] Family Survey</td>
<td></td>
<td>Houston</td>
</tr>
<tr>
<td>Empty</td>
<td>[Houston] Military Connected Family Survey</td>
<td></td>
<td>Houston</td>
</tr>
<tr>
<td>Empty</td>
<td>[Houston] Privacy Code: Student Records, Rights, and Responsibilities</td>
<td></td>
<td>Houston</td>
</tr>
<tr>
<td>Submitted</td>
<td>[Houston] Social Economic Information Form</td>
<td>Complete and return one form to each school where you have a child enrolled.</td>
<td>Houston</td>
</tr>
<tr>
<td>Empty</td>
<td>[Houston] Student Assistance Questionnaire (SAQ)</td>
<td></td>
<td>Houston</td>
</tr>
<tr>
<td>Empty</td>
<td>[Houston] Student Change of Address</td>
<td></td>
<td>Houston</td>
</tr>
<tr>
<td>Empty</td>
<td>[Houston] Student Commitment</td>
<td></td>
<td>Houston</td>
</tr>
</tbody>
</table>

#### Legend

- Form Empty
- Form Approved / Populated
- Form Not Approved
- Form Rejected

### Forms

a. Privacy Code: Student Records, Rights, and Responsibilities
b. Family Survey
c. Home Language Survey
d. Student Assistance Questionnaire
e. Military Connected Family
f. **Socioeconomic Information Form** **(please see step 4)**
g. Student Change of Address

### Step 4

Please note that you need to send your Socioeconomic Information Form to the campus.

a. Please Check YES in section A. This section includes your student information but will not populate the information in the section.
b. Please check the appropriate box for each question in Section B
c. In section C, please include the total members in your household and income information.

d. In section D, choose the appropriate option and provide your digital signature.

5. **Selection for in-person or virtual instruction**
   
   b. You will find the Student Commitment under the forms tab on the NAVIGATION pane.
c. Pick in-person or virtual for your child, check the electronic signature box, then hit SUBMIT.

[Form content]

Houston ISD is allowing families to choose the method of learning each six weeks for students during the 2020-2021 school year. Students can either attend classes in-person on campus, or remotely online. A device and reliable internet must be available for remote online learning. Your selection indicates the commitment to this method of learning for the entire six weeks.

Please enter your selection for Emma Williams for the second six weeks (October 19, 2020 – December 4, 2020) below:

- My child will attend classes in-person for the second six weeks.
- My child will attend classes virtually online for the second six weeks.

Parent/Guardian Signature

I consent to the use of electronic signatures

☐ I consent

[Form submit button]