




# Viewing the Student Profile

## Personal Tab

Header with student's demographic information displays at the top of each tab

All information on the PERSONAL tab is read live from StudentInformation and is read-only in SpecialServices.

SpecialServices > Dashboard > Student Profile Search Students



### Austin, Caroline

School Building: Local High School      Gender: F      Calendar:

ID: xxxxxx      BirthDate: 01/13/2004      Counselor: Martin, Juliet

Status: ACTIVE RES      Grade: 09      Homeroom: Jenkins, Marsha

#### Student Addresses & Contact Information

Residence 1234 Example Way Cleveland, OH xxxxx	Mailing Same as Residence
Phone Number (xxx) xxx-xxxx	Email Address FakeAddress@Software-Answers.com
Parent/Guardian Rob Austin Cell: (xxx) xxx-xxxx	Parent/Guardian May Austin Cell: (xxx) xxx-xxxx

#### Transportation

Walks:

Bussed:       Bus: 10

Drives:

Personal

Contacts

Special Education

#### Programs

Student received intervention provided during regular school	Started - 8/27/2014
Student received intervention provided during regular school	Started - 8/25/2016

#### Family Group

Savannah Austin	Grade 11	Example High School
Isabella Austin <input checked="" type="checkbox"/>	Grade 04	Example Elementary School

= Student is courier for family group

#### Additional Details

Ethnicity White	Academic Locker
Program	Admission History 10/15/2012 - Enrolled

Displays student's resident address, mailing address, phone number, email address, parent(s)/guardian(s), and the phone number(s) of parent(s)/guardians(s)

Displays student's program membership(s) and the date they joined the program(s)

Displays miscellaneous information including ethnicity, current program membership, locker information, and admission history

Displays transportation information including whether the student walks, is bussed, or drives home; bus number; parking permit number; and parking space

Displays the name, grade level, and school building for each member of the student's family group as well as which family member is the courier

## Contacts Tab

**All information on the CONTACTS tab is read live from StudentInformation and is read-only in SpecialServices.**

Personal			
Contacts			
<b>Rob Austin</b>	Home (xxx) xxx-xxxx	Residence 1234 Example Way Cleveland, OH xxxxx	Flags <ul style="list-style-type: none"> <li>Primary</li> <li>Guardian</li> <li>Emergency Contact</li> <li>Living with Student</li> <li>Same as Student Address</li> <li>Publically Viewable</li> </ul>
Father <i>Primary Contact</i>	Cell (xxx) xxx-xxxx	County Cuyahoga	
Language English	Primary Email fakeaddress@email.com		
<b>May Austin</b>	Work (xxx) xxx-xxxx	Residence 1234 Example Way Cleveland, OH xxxxx	Flags <ul style="list-style-type: none"> <li>Same as Student Address</li> </ul>
Mother	Cell (xxx) xxx-xxxx	County Cuyahoga	
Language English	Primary Email fakeaddress@email.com		

Displays the following information for each of the student's parents/guardians (or for any other contacts entered into StudentInformation):

- First and last name; relationship; custody (if applicable); whether they are the primary contact; language
- Home phone number; cell phone number; primary email address; ParentAccess account (if applicable)
- Resident address; county of residence
- All associated StudentInformation flags (see the *ProgressBook StudentInformation Student and Registration Guide* for more information)

## Special Education Tab

Personal				
Contacts				
Special Education				
<b>+ New Document</b>	Click to open the <b>Create New Document</b> window			
Case Manager Brown, Maryann	District Of Service Local School District	Disability Condition ** - Not Applicable (**)		
Most Recent IEP Summary <a href="#">10/19/2017</a>	District Of Residence Local School District	Gifted Identification <i>M, S, RW, C</i>		
<b>Open Documents</b>				
Document Name	Type	Created By	Start Date	Due Date
<a href="#">2018-2019 RETR</a>	ETR	Brown, Maryann	08/14/2018	10/22/2018
<b>Completed Documents</b>				
Document Name	Type	Event Date	Completed Date	
<a href="#">2018-2019 WEP</a> ⌚	WEP	10/17/2018	02/11/2019	

Displays the student's case manager, district of service, district of residence, disability code(s), gifted code(s), and a link to their latest IEP summary

Displays each open document as a link that you can click to view the document overview version of the **Student Documents** screen

Displays each completed document as a link that you can click to view a PDF of the completed document