

Student Instructions for Declaring an Endorsement

Students should login to their Skyward Student Access account using the LISD network username and password. The link to Skyward Student Access is available under the Student Tab on the LISD Home Page.

- 1) Click the Endorsements link in the menu on the left.
- 2) Select the option “Declare and Endorsement”.
- 3) Click the drop down arrow for the *Declared Endorsement and select the option you choose.
- 4) Click the Declared Option drop down arrow if you wish to make an Option selection .
- 5) Be sure to check the box “I Agree” to indicate you agree to the terms of the Electronic Signature Statement.
- 6) Click the Save button at the bottom to complete the process.

The screenshot shows the Skyward Student Access interface. On the left is a navigation menu with 'Endorsements' highlighted. The main content area is titled 'Endorsements' and contains two sections: 'Declared' and 'Achieved'. The 'Declared' section has a dropdown for 'Endorsement' and a dropdown for 'Option', with a 'Declare an Endorsement' button below. The 'Achieved' section shows 'No Achieved Endorsements'. A modal window titled 'Declare Endorsement' is open, showing a form with the following fields and elements:

- * Declared Endorsement: Arts and Humanities
- Declared Option: Option E: AH:FA Fine Arts
- Signature Required section with a text area containing the following text:

Under the Federal Electronic Signatures in Global and National Commerce Act, before you may electronically sign this Endorsement, you must be provided with certain of the following information and you must affirmatively agree to the following and thereafter not withdraw your agreement.

By clicking 'I Agree' and submitting this agreement via the internet, I acknowledge that:

* I have read and understood the foregoing Electronic Signature Agreement and that I intend to be bound thereby.

* I understand and agree that my electronic signature is the equivalent of a manual signature and that others may rely on it as such in connection with any and all agreements I may enter into, including but not limited to this Electronic Signature Agreement.
- I Agree
- Signed By: [text field]
- Date Signed: 04/07/2015 9:21 AM
- (*) Indicates a required field.
- Save button