



ASCENDER GUIDES



## **Student Data Maintenance (Mantenimiento de los datos del estudiante)**



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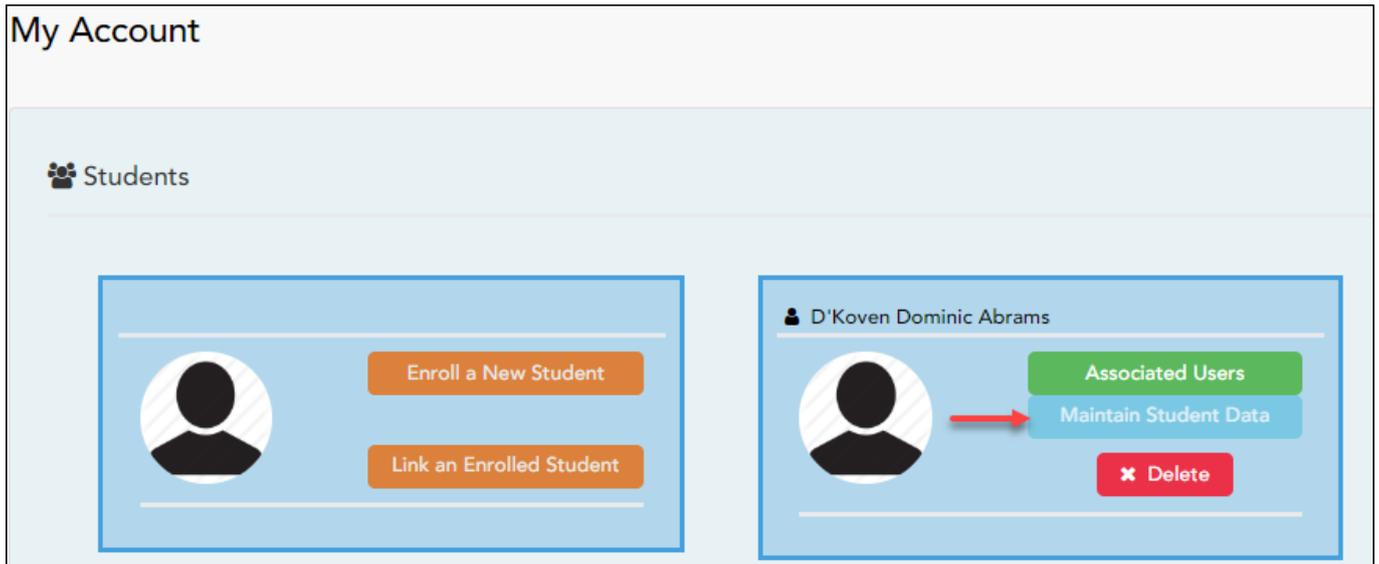


# Student Data Maintenance

## ASCENDER ParentPortal > My Account > Student Data Maintenance

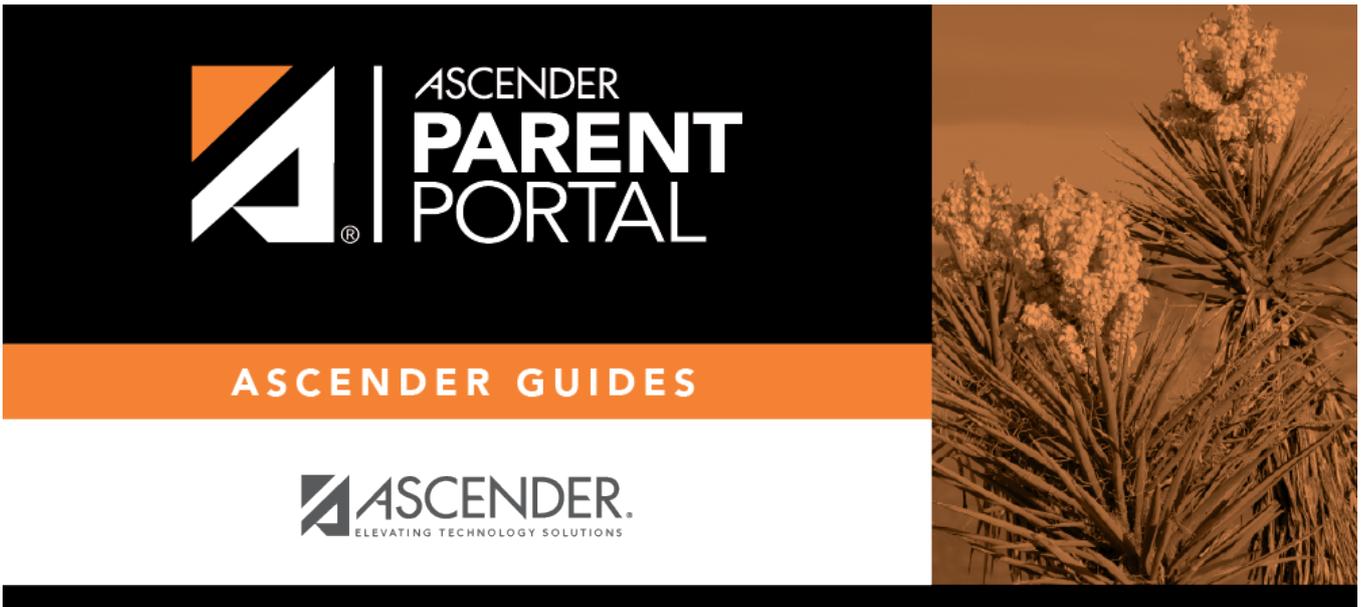
If the district has enabled online student data updates, you can submit a request to update your student's current year records at any time, such as an address or phone number change.

- From the My Account page, click **Maintain Student Data**.



The Student Data Maintenance page opens.

- In the left-side navigation bar, click **Student Data Editing** to expand and view the forms that can be updated.
- Click the form name, and the form opens on the right.
- Type over existing text with new information.



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