<u>WE HAVE NOT RECEIVED THE THREE FORMS MENTIONED BELOW IN STEP 6. THE FORMS MUST BE RETURNED TO THE GRADE LEVEL OFFICE IMMEDIATELY SO THAT WE HAVE THE MOST UPDATED INFORMATION ON YOUR CHILD.</u>

Complete your back to school forms online in your language of choice at:

www.BrowardSchools.com/BTS

Step 1: **Enter** your information and a student's information.

Step 2: Find the confirmation **email** from "bcpsmobile@browardschools.com" and click the link.

Step 3: **Read** the information and answer all other questions.

Step 4: **Print and Sign** the "Online Forms Submission Sheet" for each student.

Step 5: **If you cannot print, <u>submit this form</u>**. Complete the form below with the information from the completed online Submission Form, then sign it.

Step 6: **Submit** the **Online Forms Submission Sheet** along with the **Unpaid Obligations Form** and **Uniform/Cell/Tardy Policy** to the grade level office.

Broward County Public Schools

Back-to-School Online Forms Submission Sheet

Rather than completing and returning the hard copy Back-to-School packet and Code of Student Conduct Signature forms, I have used the Back-to-School Forms Wizard to complete the forms online. Please use the information I have submitted online to update my child's record. I have included the confirmation number I received at the end of the process for verification purposes.

Student's Name: _____ Grade: _____

School: _____

Confirmation ID: _____ Date: _____

Parent's Name: _____

Parent Signature: _____