

## Work Permits

Please remember these important facts when working in the SIS.

The SIS currently enables two menu styles, Classic and Modern. These Manuals are constructed with the Modern Menu in mind. If using Classic, the locations of certain procedures may vary.

Work permits are created in the SIS by going to any student's Special Programs/Accommodations tab

- Step 1. Go to Student Dashboard and choose Special Programs/Accommodations

**Student Dashboard**

**JAIME GARCIA** Grade: 11 Age: 16

SSID: Local ID 78475 Legacy ID None

Gender M Birthdate 01/07/1999

Home Phone: E-Mail: jaime@mailinator.com

Physical Address: 9383 Salisbury Avenue Graeagle, CA 96103

Mailing Address: 9383 Salisbury Avenue Graeagle, CA 96103

**Parents / Guardians**

Name	Relationship	Cell	E-Mail	Physical Address	Mailing Address
Patty Garcia	Mother		patty@mailinator.com	9383 Salisbury Avenue Graeagle, CA 96103	9383 Salisbury Avenue Graeagle, CA 96103

**Siblings**

No sibling records entered

**Emergency Card**

**TARA OBREGON** Independent Study

**Staff Association History**

Staff Member	Start	Finish	Mig
Obregon, Tara	09/03/2012	present	

File Migration: Has no RW file associated. PLS start: 07/18/2012

**Student Home Room**

Class	Staff Member	Start	Finish
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**Student Enrollment History**

Track	Start	Finish	GrdAttProgram	Grad Reqs
A	07/01/2015	present	12 IS Independent Study at Milestone IS - HS	High School: General Education 2011/12
A	07/07/2014	06/30/2015	11 IS Independent Study at Milestone IS - HS	High School: General Education 2011/12
A	08/01/2013	06/27/2014	10 IS Independent Study at Milestone IS - HS	High School: General Education 2011/12
A	07/18/2012	08/03/2012	10 IS Modified Independent Study at Milestone IS - HS	High School: General Education 2011/12

- Step 2. Click on Work Permits Generate Work Permit and SAVE

If using Foxit Reader (free [click here](#) to download) as your pdf viewer or if you've purchased the expanded version of adobe, you can type the student's social security number into the printed pdf. School Pathways does not store SSNs for FERPA reasons.

— Last Updated by [Max Williams](#) on 2016/03/18 20:52

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Last update: **2016/11/07 20:46**