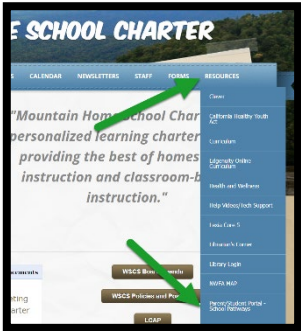
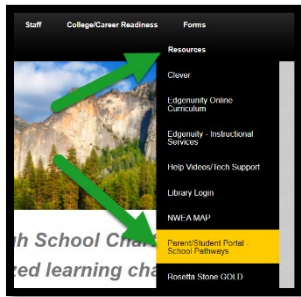


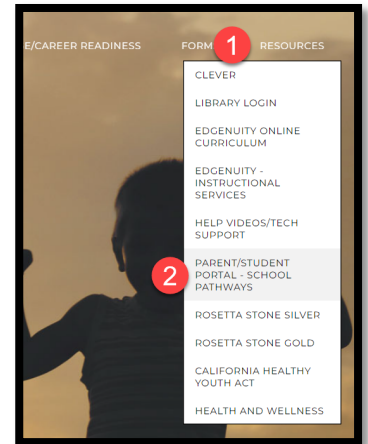
Household Income – Parent Tutorial School Pathways



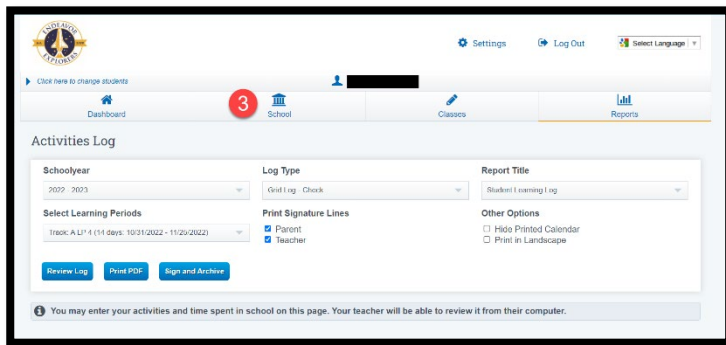
The purpose of this tutorial is to show you how to record your household income data for the new school year. This document is needed each school year. **Additionally, if you have multiple students enrolled in any of our programs, this form needs to be completed for each student.**



Head to **School Pathways**. From a PC, you would head your school webpage. From the **Resources** tab, you will locate **Parent/Student Portal – School Pathways**. [See items 1 and 2.] You can do this from a cellphone or a tablet, but the information may be difficult to read as it would be quite small.

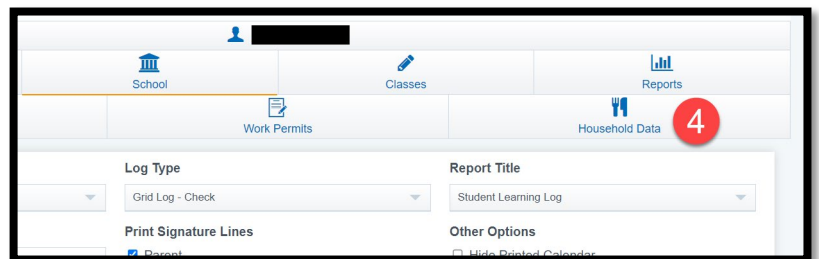


In the event you received an email from the school to complete this task, the link housed in that email is the same link as the one on our website.

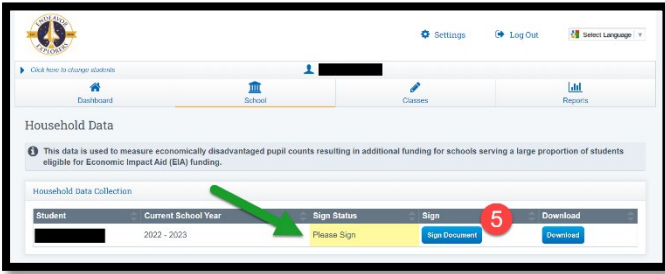


From here, click **School** in order to expand that menu [Item 3].

From that next menu, you will see **Household Data** [Item 4]. Click on that.

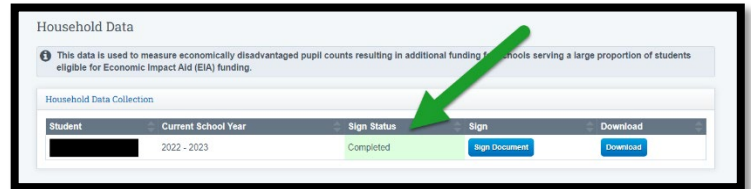


NEXT PAGE



When you arrive in this space, it will alert you if you need to sign the document for this year. Notice the highlighted band [left]. To proceed, click the blue button that says **Sign Document** [Item 5].

*[If you have already signed the document for this year, it will state that you **Completed** this verification in the Sign Status box.]*



For those that need to sign the document this year, the next step will look like this:

Household Data - Sign Document

[Return to Household Data](#)

Endeavor Charter School - 2022 - 2023

Student	Birthdate	Grade	Classroom	School Code
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Household Information

1. Select the total number of adults and children living in your household. **6** 01 02 03 04 05 06 07 08 09 10 Other

2a. Total MONTHLY Household Income \$ **7**

2b. OR Total YEARLY/ANNUAL Household Income \$

Parent/Guardian Signature

i I certify (promise) that the information provided on this form is true and that I included all income. I understand that the school may receive state and federal funds based on the information I provide and that the information could be subject to review.

Parent Sign Here

Print Parent/Guardian Name **8**

Signature Date **9**

Select the number of adults and children living in your household [Item 6].

Answer only one of the next two questions. Either state your monthly income or state your annual income [Item 7].

Do not use your finger or a stylus to create your signature...opt for the typed-in signature. Type your name into this box. Our auditors prefer that method [Item 8].

Ensure the date is correct [Item 9].

NEXT PAGE

Print Parent/Guardian Name Name

Signature Date

Home Phone Number Cell Phone Number E-mail Address

i The information submitted on this form is a confidential educational record and is therefore protected by all relevant federal and state privacy laws that pertain to educational records including, without limitation, the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended (20 U.S.C. § 1232g; 34 CFR Part 99); Title 2, Division 4, Part 27, Chapter 6.5 of the California Education Code, beginning at Section 49060 et seq.; the California Information Practices Act (California Civil Code Section 1798 et seq.) and Article 1, Section 1 of the California Constitution.

Submit Agreement **10**

Who should I include in "Household Size"?
 You must include yourself and all people living in your household, related or not (for example, children, grandparents, other relatives, or friends) who share income and expenses. If you live with other people who are economically independent (for example, who do not share income with your children, and who pay a pro-rated share of expenses), do *not* include them.

What is included in "Total Household Income"? Total Household Income includes all of the following: **11**

- **Gross earnings from work:** Use your gross income, not your take-home pay. Gross income is the amount earned before taxes and other deductions. This information can be found on your pay stub or if you are unsure, your supervisor can provide this information. Net income should only be reported for self-owned business, farm, or rental income.

If you are satisfied with all of your responses, click **Submit Agreement** [Item 10].

The lower portion of this page will answer questions you have related to worker's compensation, overtime, Military Housing Allowances, pensions, and other income details [Item 11].

If you have multiple students enrolled in any of our programs, this form needs to be completed for each student.

END OF DOCUMENT

Last updated: 11.09.2022