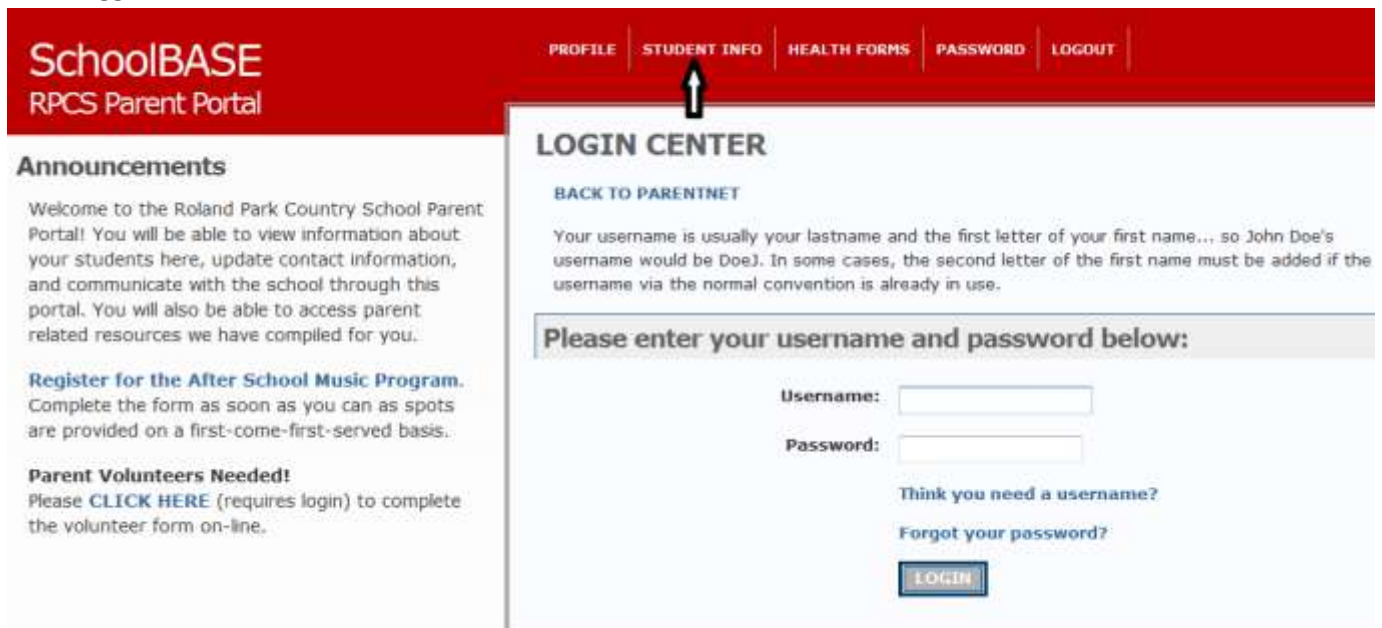
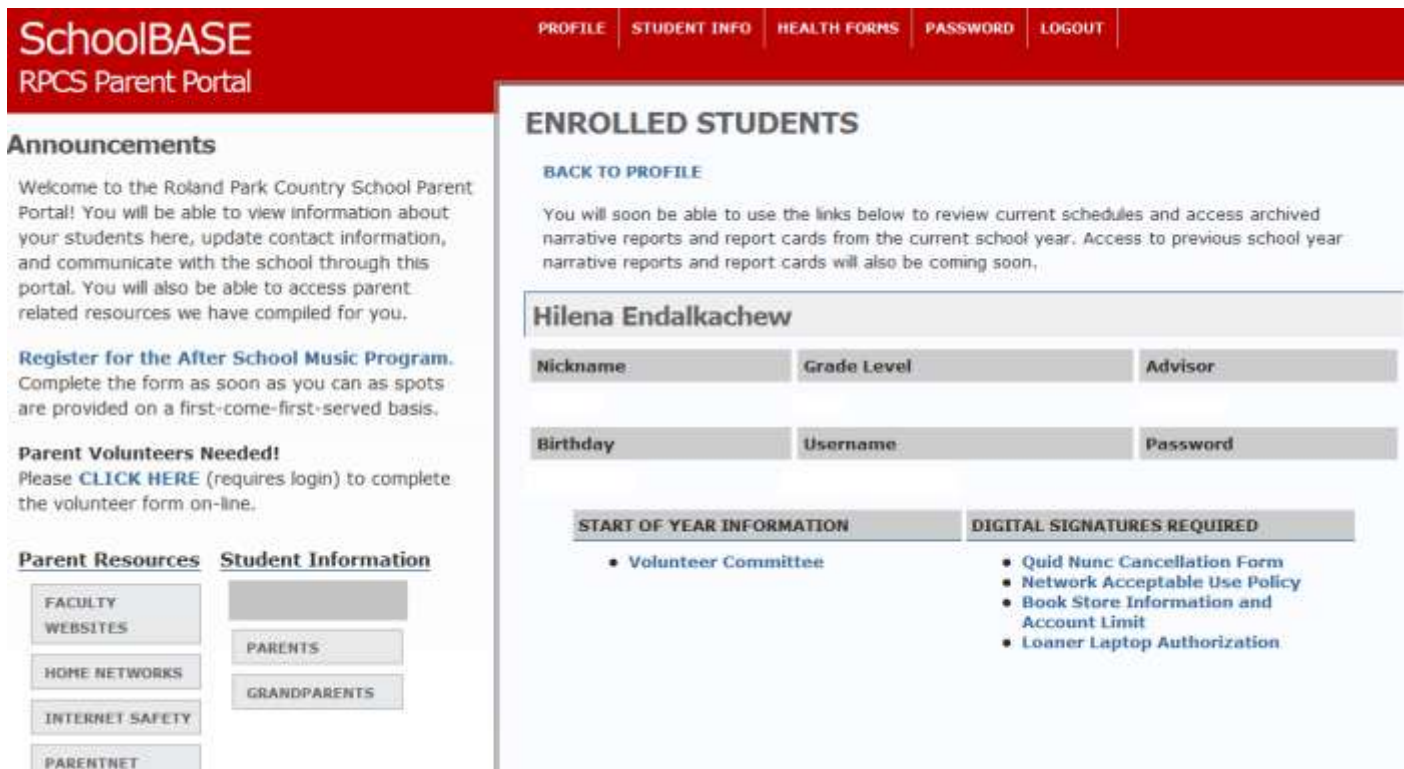


To complete beginning of year digital forms please do the following.

1. Log into SchoolBase using the login and password assigned to you by RPCS
2. Once logged in click on Student Info



3. You will see a screen similar to the one below (if you have more than one daughter enrolled you will need to complete the forms for each).



4. Click on the link to the first digital form requiring a signature. Once you have read the document and agree with what you are signing, click on the box to indicate your and/or your daughter's digital signature then click on submit. Repeat this step for each of the forms that require a digital signature.