

Parent OneView Instructions

Please complete your forms before the first day of school.

FREQUENTLY ASKED QUESTIONS

- What if I can't remember my login info? Click on **FORGOT MY CREDENTIALS** on the right side of the log in page.
- What if I don't have computer access? All school buildings have computers available for your use. Paper forms will not be handed out. Contact your student's building secretary for more information and assistance.
- Can I just make a New Account? No, the system will not let you create a new account if one has already been established for your student. **DO NOT TRY TO CREATE A NEW ACCOUNT – CONTACT YOUR BUILDING SECRETARY FOR ASSISTANCE.**
- What if I submit the form and realize I've made a mistake? Please log in and change the information, when finished click **SAVE & SUBMIT TO DISTRICT**. Please do this anytime a phone number, email or any other information should change during the school year.

Step #1:

- Go to the district website www.fairfieldunion.org
- Click on the Online Student Registration Link located on the front page under Campus Resources
- Click [Current Student Registration](#)
- Click on OneView Portal Log In



Current Student Registration (OneView Forms)

OneView Forms are required to be updated once per year at the beginning of each school year. These forms include the emergency medical form, residential address, parent and emergency contact information. Parents are encouraged to update these forms throughout the year if any of this information changes.

Please do not create a new account if you cannot log in to your OneView forms.

We ask that you contact your student's school office for assistance:

Bremen Elementary - 740-569-4135
Pleasantville Elementary - 740-468-2181
Rushville Middle School - 740-536-7249
Fairfield Union High School - 740-536-7306
Thank you!



OneView Portal
(Online Student Forms)

Step #2:

- Type in your Login Name and Password.
 - Your Login is the email associated with your account.
 - Your password is one you created when you set up the account.
- Click LOGIN

If you do not remember your Login Name or Password, click on **FORGOT CREDENTIALS

Do **NOT** create a new account.

If you need further assistance please contact Deanna Throckmorton at 740-536-7384 or email <mailto:deannathrockmorton@gafe.fairfieldunion.org>

Step #3:

- Click on **SUBMIT & VIEW ONLINE FORMS**
- If you have multiple students attending, make sure you have the correct student in context on the right side of the Account Profile
- Fill out [Student Demographics and EMA](#) (link is on the left side of the screen)
- Athletes should also fill out [Athletics Grades 7-12](#) forms.
Make sure you click **SAVE & SUBMIT TO DISTRICT button at bottom of page for each form.

Step #4:

After successful completion of the EMA section the *Status* should say **SUBMITTED (in green)**.

After successful completion of the Athletics forms, the Status should say **Approved (in green)**.

Fairfield Union OneView Portal

parent login

Username

Password

LOGIN LOST PASSWORD?

helpful links

- Forgot Credentials
- Contact The District
- Frequent Questions

MY ACCOUNT AND PROFILE

Submit & View Online Forms

Enroll New Student(s)

My Online Forms Available To Submit:

For each of the forms listed below, you may review the form, fill out the information requested, and submit your responses to the district for approval electronically.

Form Name/Title	Status
Student Demographics and EMA	APPROVED
Athletics Form	APPROVED

THANK YOU!

PLEASE NOTE: If you need to make ANY changes in your information during the school year please login and update the information. Click **SAVE & SUBMIT TO DISTRICT** at the bottom of the form