

WeBSIS Update

OVERVIEW

Student Demographic Name Changes:

First Name Goes By (Formerly listed as Student Nickname): Enter the name the student goes by if different than the student's legal name (See Example Below).

Legal Maiden Name: Entering Mother's maiden name (when applicable), and First Name Goes by under Guardian allows proper identification for contact information. (See Example Below)

The screenshot displays the WeBSIS Student Demographics Admin Access interface. The main window is titled "Student Demographics (Admin Access) - Student Demographics (Gordon Nicole Lumen ID 18854)". It features two side-by-side forms: "Add/Edit Student" on the left and "Add/Edit Guardian" on the right. The "Add/Edit Student" form has tabs for "Student", "General", "Address", and "NCLB". The "Add/Edit Guardian" form has tabs for "Guardians", "Groupings", "Emergency", "Enrollment", "Transportation", "Locker", and "State".

Red arrows highlight specific fields in both forms:

- In the "Add/Edit Student" form, arrows point to the "Student Legal First Name" (Nicole), "Student Legal Middle Name" (Marie), "Student Legal Last Name" (Gordon), and "First Name Goes By" (Nicky) fields.
- In the "Add/Edit Guardian" form, arrows point to the "Legal Maiden Name" (Lewis) and "First Name Goes By" (Becky) fields.

The "Add/Edit Student" form includes fields for Student Legal Name, Student Legal Middle Name, Student Legal Last Name, Name Suffix, First Name Goes By, Student Image, Student Status (Active/In-Active), Enrollment Status (Full Time/Part Time), Date of Birth, Gender, Race/Ethnicity, External ID Number, and Student ID Number.

The "Add/Edit Guardian" form includes fields for Legal First Name, Legal Last Name, Legal Maiden Name, First Name Goes By, Type (Mother), Guardian Alert (No), Alert Text, Language of Parent (English), Send post office mail correspondence (Yes), and Lives with Parent/Guardian (Yes).