

# Alpha Public School

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[www.apsedu.org](http://www.apsedu.org)

## Genesis Parent Module

Date: \_\_\_\_\_

School Year: \_\_\_\_\_

Dear Parents/Guardians,

The purpose of this letter is to request the following information so that we can provide access to our Genesis Parent Module. The access will allow you to view your child or children's grades and attendance in real time.

**Please fill out the following information and return to the main office as soon as possible so that you will be able to access your child's information.**

Parent First & Last Name: \_\_\_\_\_

Parent Email Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Child's First & Last Name	Grade	Relationship to Student

Your **Genesis Parent Access Code** and password will be emailed to you at some point, along with documentation on using the system. The first time you log into the system you will have the opportunity to change your password.

If you have any questions, please contact the school.

Thank you.