



Data Confirmation Instructions

Step 1: Login to <https://my.iusd.org>

- Enter your email address and password (this will be the same information used to login to Parent Portal)
- Parent portal accounts are automatically created when a student has enrolled in IUSD.
- If you **DO NOT** have a Parent Portal account, please contact the front office staff at your student's school to add your email address to the contact record of your student (please see office hours below). Once the email address is added or updated, your Parent Portal account will automatically be created and you will receive an email from DoNotReply@iusd.org with your account information.
- If you forgot your password, please click on "Forgot Password?"

The image shows two side-by-side screenshots of the Aeries Student Information System login interface. The left screenshot shows the initial login screen with the Irvine Unified School District logo at the top, the Aeries logo in the center, and a text input field labeled "Email" below it. A red "NEXT" button is positioned below the email field. At the bottom, there are links for "Forgot Password?" and "Create New Account". The right screenshot shows the same interface but with a text input field labeled "Password" instead of "Email", and a red "SIGN IN" button below it. Both screenshots include a language dropdown menu set to "English" in the top right corner.

Step 2: Select Student

- Once you log in, the system will default to your child.
- If you have more than one child, you will need to move your cursor over "Change Student" in the upper right-hand corner of the screen and follow these instructions, [How to Change Students in Parent Portal](#)
- Please note that Data Confirmation must be completed for each student.

Step 3: Student Data Confirmation Process

- In the **Student Info Tab**, please click on **"Data Confirmation"** in the dropdown menu. Please complete each of the tabs listed below and follow the instructions provided.

New View:



Original View:



1. Family Information

Please select whether or not the Father, Mother, or Legal Guardian of this student is active in the United States Armed Forces. Please click on **"Confirm and Continue"** to move to the next tab.

2. Student

Update any changes by clicking on the **"Change"** button at the bottom of the page. Once changes are complete, please click on **"Confirm and Continue."**

3. Contacts

Change/Add/ Delete contacts in this tab. Once changes are complete, please click on **"Confirm and Continue."**

4. Documents

Please read each document in this section, and follow the instructions listed. The **Health Condition Information Form** and the **Residency Affidavit** will need to be completed and uploaded to the **Requested Documents** tab (tab #6). Then click on **"Confirm and Continue."**

5. Authorizations

Please review all information on this screen with your child and click Allow or Deny, or Opt-Out when appropriate. Once complete, please click **"Save"** at the bottom of the page. Please click **"Confirm and Continue."**

6. Requested Documents

Please upload the completed Residency Affidavit and Health Condition Information Forms. Once the documents are uploaded click **"Confirm and Continue."** If you have difficulty uploading your documents, please contact your student's school (please see office hours below). Click [here](#) for a list of schools and phone numbers.

Mandatory: All students and grade levels, please upload the Residency Affidavit and Medical Information Form below.

Residency Affidavit Required

Please upload the completed Residency Affidavit found in the Documents tab in Data Confirmation.

Files

Select documents...

Medical Information Form Required

Please upload the completed Medical Information Form found in the Documents tab in Data Confirmation.

Files

Select documents...

Health Condition Information Form 10-18-14.pdf

Confirm and Continue

7. Final Data Confirmation

Please confirm that all information has been read and that you have completed the online Data Confirmation process. Once complete, please click the **Finish and Submit** button. Follow any further instructions listed. Please note: the system will not allow you to perform **Final Data Confirmation** until all the previous tabs have been completed.



Parents will receive a confirmation email when the data confirmation is complete.

8. Need Assistance or Help with Data Confirmation

- Please email helpdesk@iusd.org
- Venado Office staff available via phone (949-936-6800) and email beginning Monday, August 8.
- Office will be open to the public on Tuesday, August 9.
- If you do not have internet access, you are welcome to use a computer at Venado beginning on Tuesday, August 9.