

LENAPE VALLEY REGIONAL HIGH SCHOOL
GUIDANCE DEPARTMENT
28 SPARTA ROAD
STANHOPE, NJ 07874

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Dear Parent/Guardian:

At Lenape Valley Regional High School, we use a parent communication tool to allow parents to view student progress, grades, attendance, and schedule via the internet. This parent portal is part of our new student information system called **Genesis**. In order to create an account for this service, please provide the information requested below. Once the system is ready for general use you will receive an email with your login information.

Your login ID will be your email address, we cannot process applications without a valid email address. If you have other children in our school district you can include their names so we can associate your account with their student information.

Please fill out this form completely & legibly and fax it to us at 973-448-0106 or return it to the Guidance office as soon as possible.

Email address: _____

Parent Last Name: _____

Parent First Name: _____

Parent Middle Name: _____

Address: _____ (for verification purposes)

Home Phone: _____

Cell Phone: _____

Student's Full Name: _____

Sibling(s) Full Name: _____

Parent Signature: _____

Your Genesis Access Code and password will be enabled in the next few weeks and emailed to you along with documentation on use of the system. Students will have a separate access code to login to their account, using their Lenape Valley email address as their login ID. This information will be emailed to them at the same time. The first time you login to the system you will have the opportunity to change your password. Please retain your username and password as these codes will access your child's data. Thank you for your participation in support of your child's academic success.

Check your spam or junk mail folders if you are not receiving emails