To begin Student Verification Process, go to the LCTI website www.lcti.org
Click on Skyward in the upper right corner.

Type in your Login ID and Password. IF YOU HAVE FORGOTTEN, OR DID NOT RECEIVE YOUR LOGIN INFO, CLICK FORGOT YOUR LOGIN/PASSWORD AND ENTER YOUR EMAIL.

As long as your email address matches the email we have on record, the system will send you an email with your username and password reset instructions.
If you do not receive the email, please contact the school at 610-799-1366 for assistance.

In the center portion of the screen, you will see a message for Student Data Verification.
Click the BLUE link to go to the Online Registration for your child. If you have multiple children enrolled, the process must be completed for each child.
Read the Welcome Message
The List on the right side of the screen will indicate your progress by placing green check marks next to each completed section.
Click Next to begin Verifying Student Information.

Complete/update your family address information.
CLICK ON THE BOTTOM BOX UNDER THE FORM TO MOVE ONTO THE NEXT SCREEN.

Verify and Add Student information in the fields where entry is allowed.
CLICK ON THE BOTTOM BOX UNDER THE FORM TO MOVE ONTO THE NEXT SCREEN.
Please update your emergency contacts. You may delete what is currently on the screen and add a new or additional contact.

CLICK ON THE BOTTOM BOX UNDER THE FORM TO MOVE ONTO THE NEXT SCREEN.

Complete/update your family address information.

CLICK ON THE BOTTOM BOX UNDER THE FORM TO MOVE ONTO THE NEXT SCREEN.

Please thoroughly complete all health information related to your child.

CLICK ON THE BOTTOM BOX UNDER THE FORM TO MOVE ONTO THE NEXT SCREEN.
Make any changes/updates in the blank boxes.

Number 3 and initials are required fields. The remainder of form only needs to be filled out if language is other than English.

Dates Attended should be in the format of the 4 digit year they started the school.

CLICK ON THE BOTTOM BOX TO MOVE ONTO THE NEXT SCREEN.

Check box if the student has a family member that is currently on active military duty.

Enter Initials.

CLICK ON THE BOTTOM BOX TO MOVE ONTO THE NEXT SCREEN.

Read the Acceptable Use and Handbook Compliance/Weapons Policy.

Enter Initials at bottom of page.

CLICK ON THE BOTTOM BOX TO MOVE ONTO THE NEXT SCREEN.
Read and review the Safety Pledge with your child.
Enter your initials at bottom of form.
CLICK ON THE BOTTOM BOX TO MOVE ONTO THE NEXT SCREEN.

Complete any information regarding student health.
Enter your initials at bottom of form.
CLICK ON THE BOTTOM BOX TO MOVE ONTO THE NEXT SCREEN.

Read consent form for standing orders of medication, indicate consent or non consent.
Enter your initials at bottom of form.
CLICK ON THE BOTTOM BOX TO MOVE ONTO THE NEXT SCREEN.
Read and review the Food Service program letter.

Enter your initials at bottom of form.

CLICK ON THE BOTTOM BOX TO MOVE ONTO THE NEXT SCREEN.

LAST STEP!
You should now see green check marks next to each item in the list.

Any changes made, or areas that are incomplete will be noted on this screen. They will need to be addressed before the Student Data Verification process can be completed.

CLICK ON THE BOTTOM BOX TO SUBMIT STUDENT DATA VERIFICATION.

Thank you for your cooperation.