

How to Select your 2020-2021 Educational Commitment Option

- **On-line FOCUS Educational Commitment Form:**

1. Step One -

Login to your FOCUS portal using a web browser (*Google Chrome preferred*) OR the survey can be completed on the LCS FOCUS App.

Important Note - All functions related to Parent Portal accts can be handled with this link - [Parent Portal Account instructions](#)

- If you do NOT already have a Focus portal account, you will need to register for a Focus Portal account. *In order to be able to create an acct and attach your child, you must be listed as a Parent or Guardian with custody rights and your name must be entered EXACTLY as it is on file. If you get an error saying "no matching contact", please [contact your child's school](#) to verify your contact info on file is accurate.*
- If you forgot your password, **DO NOT** create another account as it will cause significant problems, reset your password **using the link above**
- If you have an existing account but need to ADD another child to your existing acct, add an additional child **using the link above**

2. Step Two -

Once logged in you will be presented with Pending Forms for each of your children – **all forms MUST be completed before you will be able to view anything else in the portal.**

This is a screen shot of a parent with 3 students.

Pending Forms

The district and/or school has requested that the following form(s) be completed at this time in order to update your student information

Student Name	Form	Status
[Redacted]	2020 - 2021 School Year Intention	In progress - Click to continue in English [EN]
[Redacted]	2020 - 2021 School Year Intention	In progress - Click to continue in English [EN]
[Redacted]	2020 - 2021 School Year Intention	Not yet started - Click to be

Other Languages: Español [SP]

One form for each student

3. Step Three -

Click on the green In progress button to access the form – Complete BOTH questions and then press **Submit and Finish**.

4. Step Four -

Repeat completing the form for each additional child.

2020-2021 Educational Commitment

1. Which schooling option do you want to commit to for your student for the first semester of the 2020/2021 school year?

2. Do you have the ability to connect a laptop wirelessly to the internet at home?*

Brick and Mortar/face to face instruction (Traditional) with health... ▼

Filter

N/A

Brick and Mortar/face to face instruction (Traditional) with health and safety concerns in coordination with Leon County Health department

School Based Digital Academy (100% remote learning from home, enrolled in your home-zone school or School Choice assigned school)

Leon County Virtual School (Grades 6-12 only)

Submit and Finish