

Step One

Insurance Payment Options

Pay online (preferred): <https://bv.revtrak.net/>

or

Pay with Check or Cash when picking up the laptop.

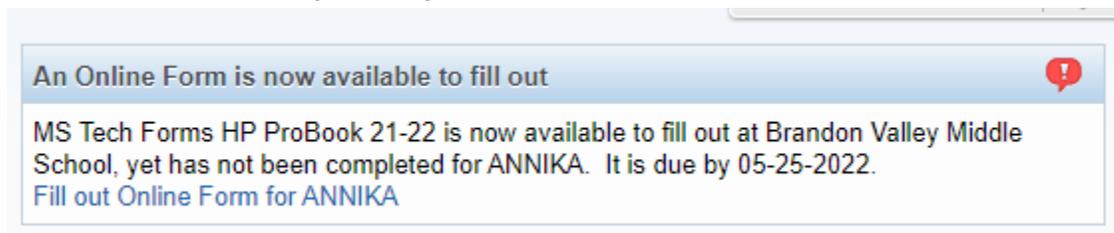
Step Two

Insurance and User Agreements

Log into Skyward Family Access:

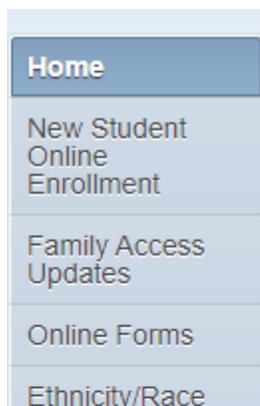
<https://fa.brandonvalley.k12.sd.us/scripts/wsisa.dll/WService=wsEAplus/fwemnu01.w>

Top left, choose your middle or high school student who will need to fill out the Tech Form. You will see the following message on the wall:



Click the blue link: Fill out Online Form for STUDENT. This will bring you to the online Technology Form that is required for each student.

*If the message is not on your wall or you need to update your Online Form, click on the Online Forms tab on the left:



The form is easier to view in full screen.

STEP 1: Decide which insurance option you would like for your students. Please choose from the drop down menu in the form:

INSURANCE OPTIONS: Student/Parent must commit to one by choosing the appropriate option from the dropdown menu:

Click [HERE](#) to purchase School Insurance or

If School Insurance was purchased online, p

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- School Insurance - Paid Cash/Check at BVMS
- School Insurance - Paid Online
- Personal Insurance
- No Insurance

If you choose to purchase the school insurance, you may drop off payment to the front office Mon-Fri, 8-3 or pay online via the District Webmail. Be sure to include your order number from RevTrak/District Webmail in the box provided.

STEP 2: Read Student Pledge Statements and click agree.

STEP 3: Read Student Acceptable Use Agreement and click agree.

STEP 4: Parent Signature

STEP 5: Click:



STEP 6: You will be directed to the next step. To submit:



You will receive a confirmation screen as well as a confirmation email when completed. Be sure to either finish in webmail if paying on line or bring payment when picking up computer. Your student's technology will not be handed out until forms and payment are both completed.

