Quest Academy Charter
Sis Sign Up Instructions

***NEW USERS**

Go to questac.org, select FOR PARENTS > ASPIRE GRADEBOOK (SIS) > LOGIN

- Click on "request a username" (in middle box)
- Enter **one** students ID# and Date of Birth
- Click on "lookup student"
- Check the box that certifies you have authorization to access students' school records
- Select yourself
- Choose a username and password
- Click on "Create Account"
- Go back to https://quest.usoe-dcs.org/Login/
- Login with the username and password you just created
- Go to "Update Students Contact Information"
- This is where you will be able to delete, update or add all of your students' contacts
- Once all the information is correct you will need to click "verify" at the bottom of the screen
- Go back to "Update Students Contact Information"
- Click on student's name and check Race/Ethnicity, contact info and add any Medical condition your student has. ***VERY IMPORTANT***

***RETURNING USERS**

- Log into SIS
- Go to "Update Student Contact Information"
- Click on your student's name
- Verify Race/Ethnicity and add any Medical issues your student has under the "Health" section ***VERY IMPORTANT***
- Save & Log out

If you need help you can call the office.
Thank you!

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