


View a Student's Intake Form

1	Click  Starfish in the upper-left hand corner.
2	Select STUDENTS and then MY STUDENTS .
3	Type the name of the student in the SEARCH box & select the CONNECTION and TERM .
4	Click on the student's name to bring up the student's folders.
5	Click on the INFO tab.
6	Scroll to the bottom to view the STUDENT INTAKE if one has been completed.