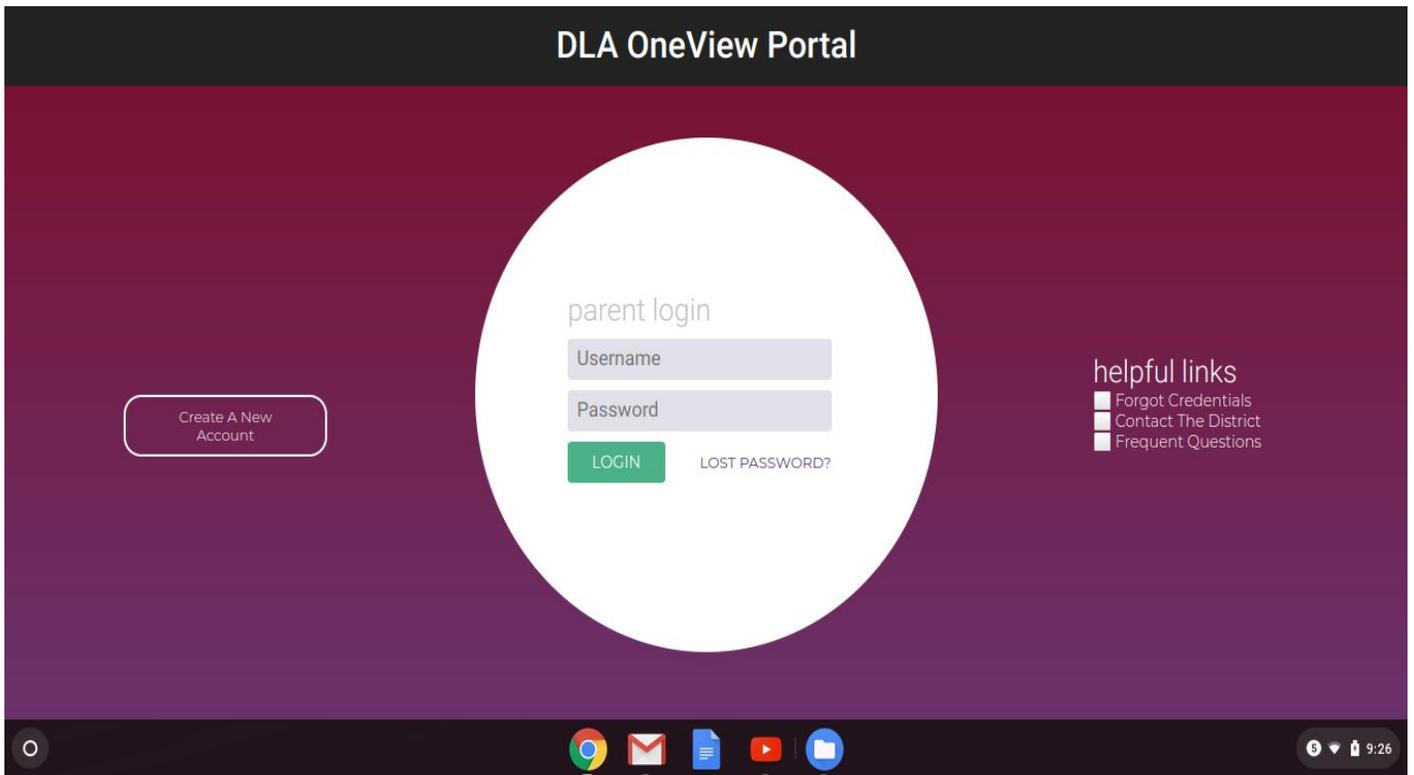


## DLA OneView Instructions for Current Students

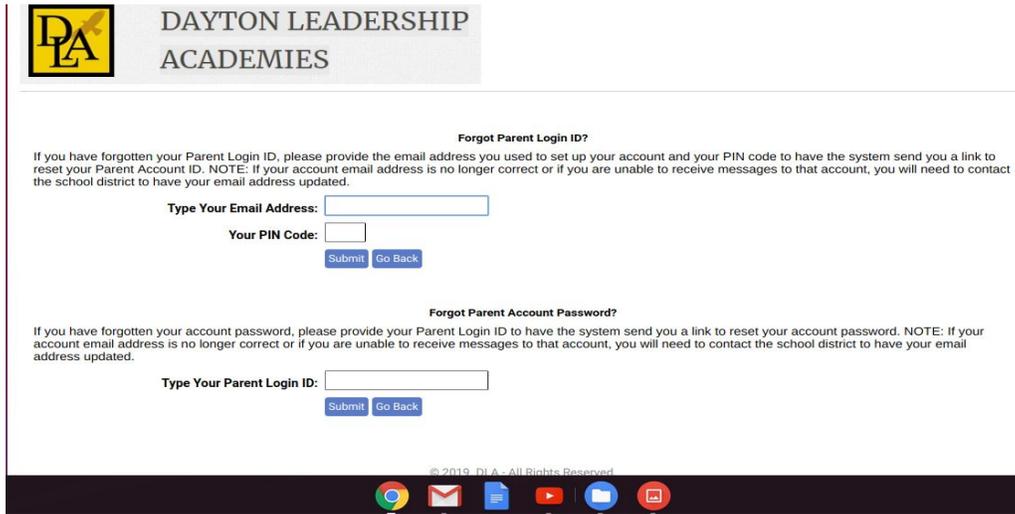


1. Click on the Create A New Account button.

~If you already have an account, enter your username and password and go to Step #6

~If you need to link additional students go to step #4

~If you forget your password, Click LOST PASSWORD and enter your email and 4 digit Pin to reset



**DAYTON LEADERSHIP ACADEMIES**

**Forgot Parent Login ID?**

If you have forgotten your Parent Login ID, please provide the email address you used to set up your account and your PIN code to have the system send you a link to reset your Parent Account ID. NOTE: If your account email address is no longer correct or if you are unable to receive messages to that account, you will need to contact the school district to have your email address updated.

Type Your Email Address:

Your PIN Code:

[Submit](#) [Go Back](#)

**Forgot Parent Account Password?**

If you have forgotten your account password, please provide your Parent Login ID to have the system send you a link to reset your account password. NOTE: If your account email address is no longer correct or if you are unable to receive messages to that account, you will need to contact the school district to have your email address updated.

Type Your Parent Login ID:

[Submit](#) [Go Back](#)

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Taskbar icons: Chrome, Mail, File Explorer, YouTube, Microsoft Store, and a red icon.

~If you still cannot access your students account please call Nurse Jodi (ext. 1106) or Ms. Robinson (ext. 1107) for assistance at 937-567-9426.

To get started, you will need to register as a prospective parent with our district. Please provide all information below and click the 'Register' button at the bottom to register and get yourself set up. Fields in **bold** are required.

Timeout: 39:52

### Personal Information

**Your First Name:**

**Your Last Name:**

**Your Email Address:**

Alternate Email:  (If provided, we will copy this email on all messages sent out)

Contact Phone:  (If provided, we can use to speak with you if needed)

Your Registration Status:

### Account Access Information

**Parent Login ID:**

**Parent Password:**  (Known only to you - do not share)

**Confirm Password:**

**Forgot Password Question:**  (Used to verify your identity if needed)

**Forgot Password Answer:**

**PIN Code:**  (Please provide a pin code for additional security)

**(If you already have an account go to Step #6)**

2. Fill in your personal information.

3. Create your own:

~username and password(We recommend using your email for the username and your students first name for the account password)

~Security question/answer

~Pin

## 4. Option#1 Enter Invite Code

~Enter the invite code that was provided to you and click attach.

~If you do not have the invite code please contact Nurse Jodi (ext. 1106) or Ms. Robinson (ext. 1107) for assistance at 937-567-9426.

~Your students Name will appear in a drop down menu in the upper right corner

~You can toggle between all your linked students

Welcome Grant Wright [UPDATE MY ACCOUNT](#) [LOG OUT](#)

MY ACCOUNT AND PROFILE

[Submit & View Online Forms](#)

[Enroll New Student\(s\)](#)

Dayton View Elementary  
Grade 03  
[Manage My Students](#)

Parent Links

- ProgressBook
- ProgressBook Password Reset
- Meal Magix
- EZ Pay

School Building Information

Dayton Leadership Academies  
Principal Unassigned  
1416 W Riverview Ave  
Dayton, OH 45402  
937-567-9426

Upcoming Events

Recent News

5. To link any additional students go to:

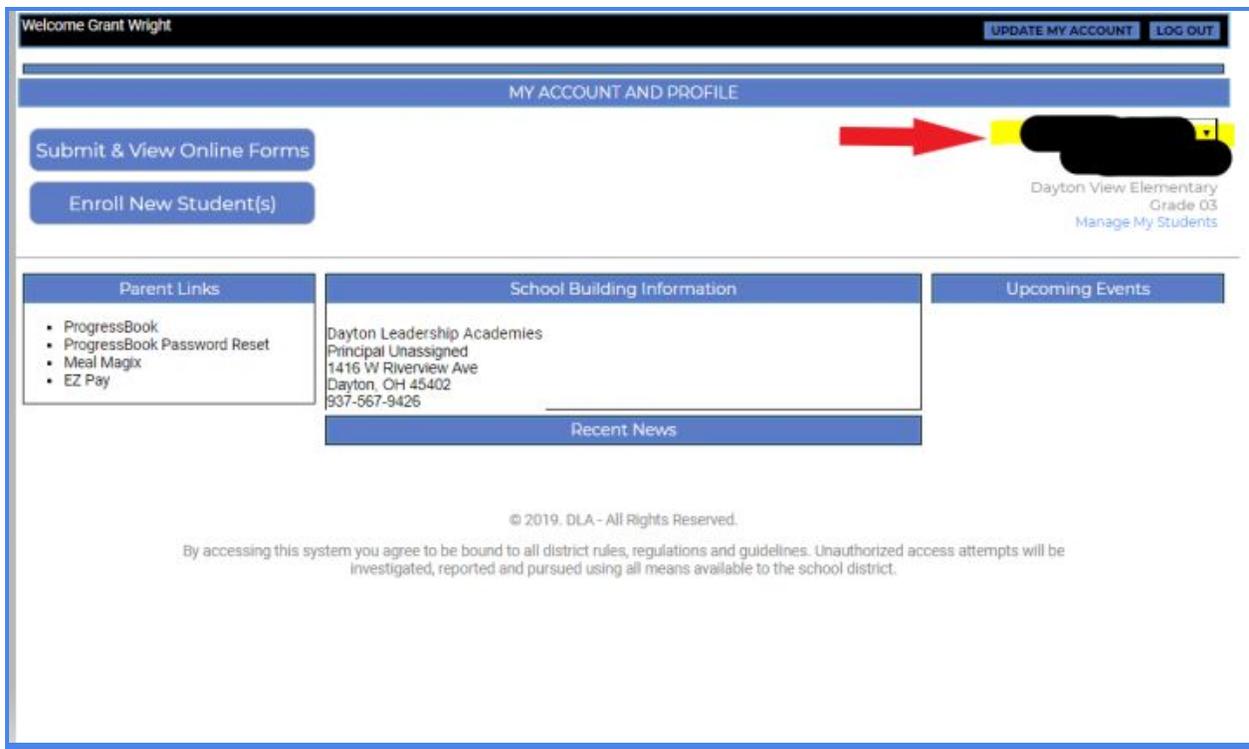
~Manage Student Accounts in the upper right corner.

~Repeat the process in step #4.

6. Click **SUBMIT & VIEW ONLINE FORMS** then Click on **Student demographic and EMA** under the back to school section.

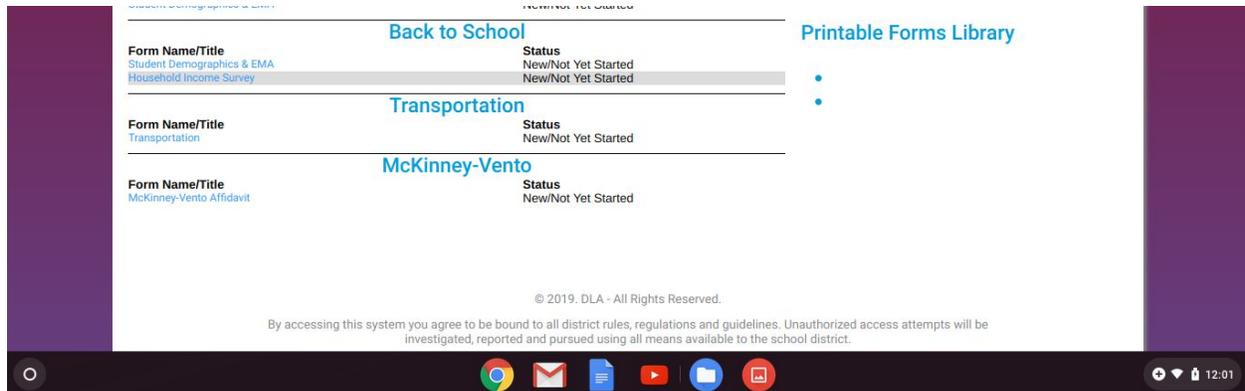
~This will need to be done for each student you have linked.

7. Update and verify all information is correct and click **“Save and Submit to District”**



8. This must be done for each student you have linked.

~Toggle between your students with the drop down menu in the upper right corner and repeat steps #6 and #7 for each of your linked students.



9.If you are displaced, (homeless, living in a shelter, or multifamily home) through the year be sure to fill out the separate transportation form or Mckinney-Vento form if necessary.

~The Mckinney-Vento should be used if you are unable to provide the enrollment documents, such as proof of residency, that are required by school. In accordance with the Mckinney-Vento Homeless Assistance Act (P.L. 107-110), state and localities are required to address barriers to the enrollment of students meeting the definition of homelessness. Your completion of this affidavit will facilitate the enrollment of your student(s).

10. Transportation requests and address changes cannot be processed until PROOF OF RESIDENCY IS

RECEIVED. Proof of residency can be uploaded to Oneview during your re-enrollment process, emailed to [yrobinson@dlaeagles.org](mailto:yrobinson@dlaeagles.org), or brought to the main of of Dayton Leadership Academies.