ASPEN - QUICK TIPS PROOF OF ENROLLMENT LETTER

For use when obtaining or renewing your REAL ID driver's license, learner's permit, or ID card. Satisfies requirement for one of your two Massachusetts residency documents. For full details about what you need please follow this <u>LINK</u>.

This letter can be accessed in the Parent Portal for the student or the student can access it themselves in the Student Portal.

Parent Portal

3. Then click Run

1.	Click on the Family Top Tab	FAKE, PAUL & TTA	
2.	Check off the student for whom you are printing the letter.	Students Details Options Reports Help Search on Na	
3.	Click on Details Side Tab.	Daily Attendance Name DOB Conduct Fake, Bob 3/17/2008 Transcript Schodule Fake, Otts 7/4/2000	
4.	Click on Reports then click on "Poof of Enrollment hool of Enrollment ar of or Format ate of or Reports then click on "Poof of Enrollment ar of or Enrollment ar of or Enrollment ar of or Enrollment are of or Enrollment are of or Enrollment are of or Enrollment	Students :: 11 - Fake, Otis Image: Contacts Contacts Image: Cancel Daily My Job Queue	
Student Portal			
1.	WESTWOOD PUBLIC SCHO Fake, Otis Pages My Info Academic My Info Academic Bannd, Wy information tab Home	cs	
2.	Click on Reports then click on "Poof of Enrollment and Proof of Enrollment har of a and remat (Adobe Acrobat (PDF))	Details Options Reports • Help • Contacts * Cancel Proof of Enrollment	