

SEQUOYAH GUARDIANS....COMPLETE THE LUNCH ROOM APPLICATION ONLINE

 Log onto Sequoyah Sylogist (Gradebook) with your account - Go to <u>https://ok.wengage.com/Sequoyah</u> or through a link on Sequoyah's webpage (<u>https://www.sequoyaheagles.net</u>) under Quick Links (select Student Gradebook).

If you do not have an account click the <u>Request an Account</u> link at the bottom of the page. You must provide an email address. An ID and password will be emailed to you.



- Click on <u>Student Records Portal</u> Note: Guardian Portal is for checking grades or you can pay your lunch room account if needed.
- Click the Lunch Room Application tab. Then click *Fill and Upload Application*.



- Read and complete the form on the screen. At the top of the form, you can list all of your children. If you need additional lines they can be found on page 3. You will *NOT* have to fill this form out for every child.
- After you have completed ALL pages of the document, click the green check mark to

SUBMIT. 🥝

For assistance, please email jennifer.bacon@sequoyaheagles.net.