



Covington High School
Request for K12Planet Account

Please

- 1) Fill out this form completely (printing legibly).
- 2) Sign the Acceptable Use Policy and the Verifiable Consent Form.
- 3) Take all three forms to the office at CHS. Show your photo ID (such as driver's license) and leave all three completed forms in the front office at CHS. You will be emailed when your account is ready – usually within 24 hours.

Parent / Guardian Name: _____

I am the parent or legal guardian of the following Covington High student(s):

Student Name: First: _____ Middle: _____ Last: _____

Student Name: First: _____ Middle: _____ Last: _____

Student Name: First: _____ Middle: _____ Last: _____

Student Name: First: _____ Middle: _____ Last: _____

Parent email address: _____

(Please double-check for accuracy and make sure it is legible.)

Parent phone number: _____ - _____ - _____ (home, work, or cell?)

Username:

Your K12Planet username must be unique, one that no other user of K12Planet has requested. Please give me the username that you would like to use; if someone else already has that one, I will put CHS in front of it.

(Example: if you requested **johndoe** and it was already taken, I would make it **CHSjohndoe**.)

A username cannot contain spaces.

You may change your username at any time by clicking the *My Settings* tab.

Requested username: _____ (Please be sure to print legibly.)

Password:

Your K12Planet password must have between six and twenty characters (no spaces), *and at least two of those characters must be numbers.*

Requested password: _____ (Please be sure to print legibly.)
You may change your password at any time by clicking the *My Settings* tab.