



Dear Parents/Guardians:

I will be using [www.checkmymark.com](http://www.checkmymark.com) to keep you informed on your child's progress in their course(s) with me. Simply log on to the website, anywhere that you have internet and you will be able to check their marks on all assignments and tests as well as take note of any assignments that have not been submitted.

Please do not expect that I will be updating this daily; however I will be diligent to post the marks as soon as they are available. This is an excellent way for you to stay informed on your child's progress as well as for the students to keep their marks in check.

In order to give you access to checkmymark, I require the following information. Please fill out the attached form and return it AS SOON AS POSSIBLE!

Thank-you,

Ms. Janice Wong

-----

**Please complete the following information in clear and legible printing.**

Student name: \_\_\_\_\_

Parent name(s): \_\_\_\_\_

Parent e-mail(s): \_\_\_\_\_