

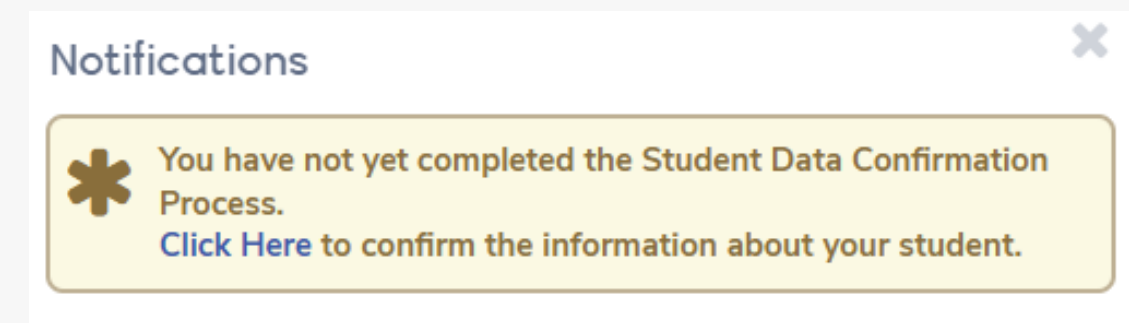
How to Complete Aeries Parent Data Confirmation



Parent Data Confirmation

Quick Tips

- ★ Parents/Guardians can save their progress and return at any time to complete the process on Aeries.
- ★ Please ensure that you have your correct login information for Aeries. You may also reset your password if needed, but you are encouraged to use the same email that is linked with your student's account.
- ★ It is **HIGHLY SUGGESTED** that the Parent Data Confirmation process be **completed on desktop browser rather than on mobile** (*You are still able to complete the process on a cellphone/mobile device, however, it may be difficult navigating through sections*).
- ★ Parents/Guardians are prompted by a **Yellow** pop-up banner on the bottom right corner of the screen.



Step 1: Login

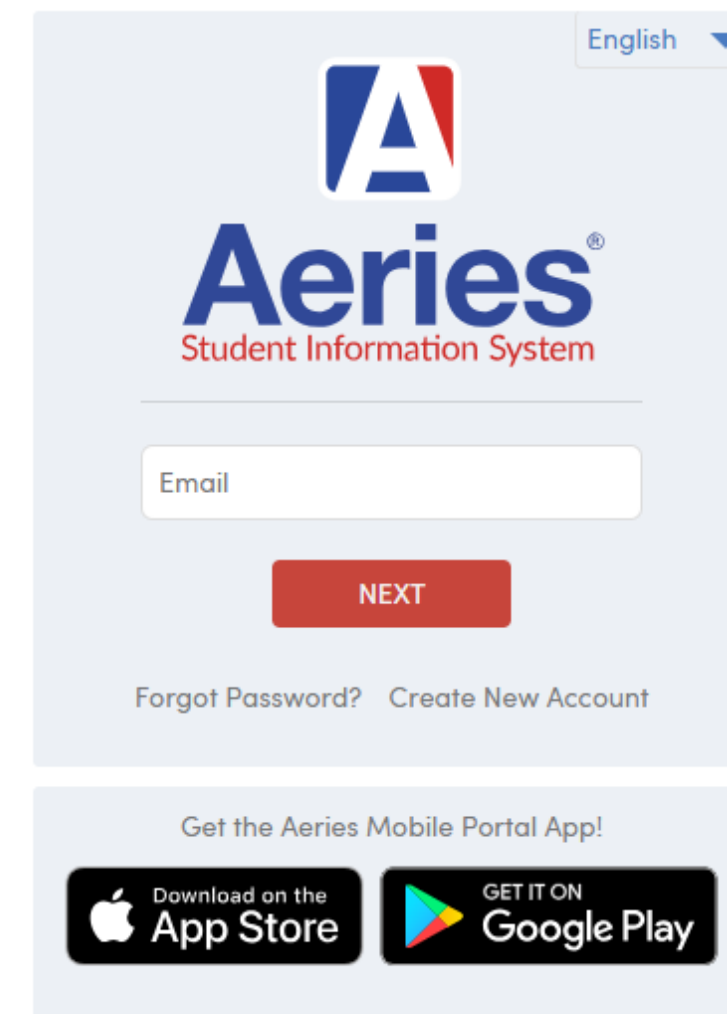
<https://preuss.asp.aeries.net/student/LoginParent.aspx>

- ★ Please login to your Aeries Parent Portal ([link here](#)) using your email that is linked to your student's account.

You have the option to reset your password if needed.

Make sure that you are **using your parent account information** to sign in, not your student's information.

THE PREUSS SCHOOL UC SAN DIEGO DISTRICT



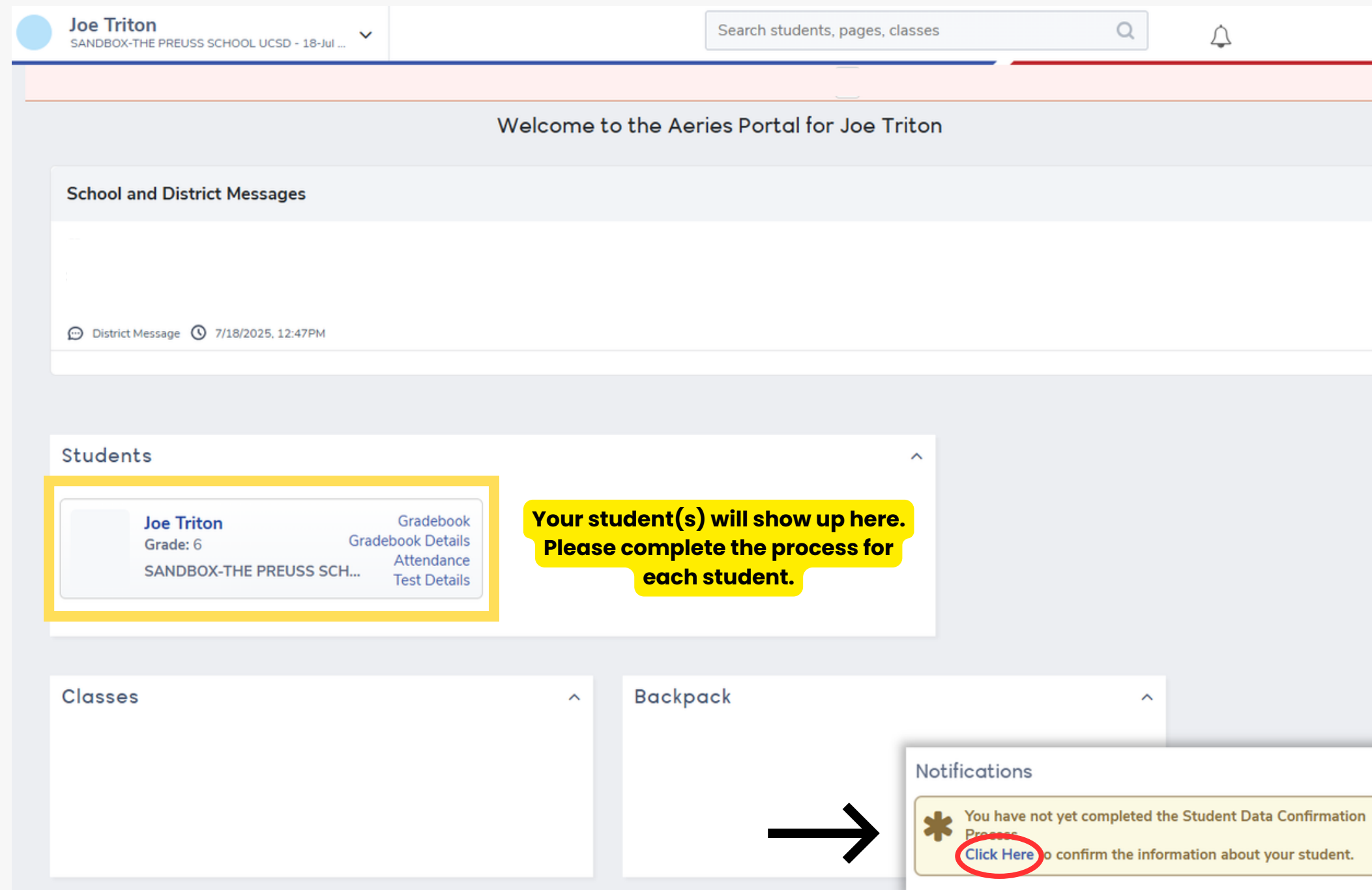
The screenshot shows the Aeries Student Information System login interface. At the top right, there is a language dropdown menu set to 'English'. The Aeries logo, featuring a stylized 'A' with red and blue vertical stripes, is prominently displayed above the text 'Aeries® Student Information System'. Below this, there is a white input field labeled 'Email'. Underneath the email field is a red button with the text 'NEXT'. At the bottom of the login section, there are two links: 'Forgot Password?' and 'Create New Account'. Below the login section, there is a banner that says 'Get the Aeries Mobile Portal App!' with two buttons: 'Download on the App Store' (with the Apple logo) and 'GET IT ON Google Play' (with the Google Play logo).

Step 2: Parent Portal

- ★ You will receive a notification to confirm your student's information. You may confirm the right student before starting the confirmation process.

To begin the Data Confirmation process, click on **“Click Here”** on the **yellow** pop-up banner on the bottom right corner.

If you have multiple students, you will need to complete the process for all students using the same account.



Joe Triton
SANDBOX-THE PREUSS SCHOOL UCSD - 18-Jul ...

Search students, pages, classes

Welcome to the Aeries Portal for Joe Triton

School and District Messages

District Message 7/18/2025, 12:47PM

Students

Joe Triton
Grade: 6
SANDBOX-THE PREUSS SCH...

Gradebook
Gradebook Details
Attendance
Test Details

Your student(s) will show up here. Please complete the process for each student.

Classes

Backpack

Notifications

You have not yet completed the Student Data Confirmation Process.
[Click Here](#) to confirm the information about your student.

Step 3: Data Confirmation

★ You will begin the Data Confirmation process by going through and completing the **10 sections shown on the left sidebar**.

The process includes reviewing & updating family information, income, student demographics, contacts, medical history and insurance, authorizations, and uploading required documents.

***Note:** After you complete each section, be sure to click **“Confirm and Continue”** on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.

Please follow the instructions on each tab below to complete Registration and upload necessary documents.

If student's custody or living situation has changed, please email preussregistrar@ucsd.edu with detailed information.

Siga las instrucciones a continuación para completar el registro y suba los documentos necesarios.

Si la situación de custodia o de vivienda ha cambiado, envíe un correo electrónico a preussregistrar@ucsd.edu con información detallada.

✓ Family Information

✓ Income

✓ Student

✓ Contacts

✓ Medical History

✓ Insurance Info

✓ Documents

✓ Authorizations

9 Requested Documents

10 Final Data Confirmation

Last Confirmed: 7/21/2025 9:40:59 AM

Please select one of the following options to complete the foster survey:

☒ The student is not in foster care.
El estudiante no está en cuidado de crianza.

☐ The student is in foster care.
El estudiante esta en cuidado de crianza

Please select whether or not at least one parent/guardian of this student is active in the United States Armed Forces or works on federal property:

Yes, at least one parent/guardian of this student is active in the United States Armed Forces.

Sí, al menos un padre/guardián de este estudiante está activo en las Fuerzas Armadas de los Estados Unidos

Confirm and Continue

Step 3: Data Confirmation

(Income)

★ Please complete the Income Survey questionnaire.

Before clicking “Confirm and Continue,” please click “Save” and ensure all information is correct. **Once you submit, you will be unable to edit your income information.**

Note: After you complete each section, be sure to click “Confirm and Continue**” on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.*

Ciertas publicaciones escolares y otras organizaciones, agencias e instituciones autorizadas, según lo especificado por el Código de Educación, a discreción de la escuela. Según esta disposición, la información de directorio incluye información como el nombre del estudiante, su dirección, el grado escolar y, en casos muy limitados, su número de teléfono. La Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés) y el Artículo 49073 del Código de Educación de California permiten a la escuela divulgar “información de directorio” debidamente designada sin consentimiento por escrito, a menos que usted haya informado a la escuela que no desea que se divulgue la información de directorio de su estudiante sin su previo consentimiento por escrito.

✓ Family Information

2 Income

✓ Student

✓ Contacts

✓ Medical History

✓ Insurance Info

✓ Documents

✓ Authorizations

✓ Requested Documents

10 Final Data Confirmation

Confirm and Continue

How many people are in your household?

¿Cuántas personas hay en su hogar?

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ More

**Confirmation message
after completing
Income Section**

Thank you for submitting your household income information. This area is not editable at this time. Please continue to the next step.

Step 3: Data Confirmation

(Student Demographics)

★ Please review your student’s information and update only if needed.

Before clicking “Confirm and Continue,” please click “Save” and ensure all information is correct.

Note: After you complete each section, be sure to click “Confirm and Continue**” on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.*

✓ Family Information

✓ Income

✓ Student

✓ Contacts

✓ Medical History

✓ Insurance Info

✓ Documents

✓ Authorizations

9 Requested Documents

10 Final Data Confirmation

Confirm and Continue

Last Confirmed: 7/21/2025 9:41:22 AM

Please make sure that all information is correct. If you have moved or changed your phone number, please provide us with the new information.

Asegúrese de que toda su información sea correcta. Si se mudó o cambió su número de teléfono, por favor proporcione la nueva información.

The primary purpose of directory information is to allow The Preuss School to include this type of information from your child’s educational records in certain school publications and other authorized organizations/ agencies/ institutes specified by the Education code at the option of the school. Under this provision, directory information includes such information as student name, address, grade level, and in certain very limited instances, student telephone number.

The Family Educational Rights and Privacy Act (FERPA) and California Education Code Section 49073 permits the school to disclose appropriately designated “directory information” without written consent, unless you have advised the school that you do not want your student’s directory information disclosed without your prior written consent.

El propósito principal de la información de directorio es permitir que la Escuela Preuss incluya este tipo de información del expediente académico de su hijo/a en ciertas publicaciones escolares y otras organizaciones, agencias e instituciones autorizadas, según lo especificado por el Código de Educación, a discreción de la escuela. Según esta disposición, la información de directorio incluye información como el nombre del estudiante, su dirección, el grado escolar y, en casos muy limitados, su número de teléfono.

La Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés) y el Artículo 49073 del Código de Educación de California permiten a la escuela divulgar “información de directorio” debidamente designada sin consentimiento por escrito, a menos que usted haya informado a la escuela que no desea que se divulgue la información de directorio de su estudiante sin su previo consentimiento por escrito.

Student Demographics

Notes		
Mailing Address	123 Sesame St. LA JOLLA CA 92093	Changes to this information will NOT be saved in the system. Instead, the new information will be emailed to the school and the school will contact you for additional information.
Residence Address (if different than Mailing Address)	123 Sesame St. LA JOLLA CA 92093	Changes to this information will NOT be saved in the system. Instead, the new information will be emailed to the school and the school will contact you for additional information.
Primary Phone	(555) 555-5555	

Change

Step 3: Data Confirmation

(Contacts)

★ Please review your student's contact information and update only if needed.

For every additional emergency contact, you MUST include **Name, Relationship, Phone, Record Type, and Ed Level**.

*Please make sure that at least one contact is listed as the "**Parent/Guardian 1 (P1)**" Record Type. You will NOT be able to move onto the next section if this is missing.

Before clicking "Confirm and Continue," please click "Save" and ensure all information is correct.

***Note:** After you complete each section, be sure to click "**Confirm and Continue**" on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.

Family Information

Income

Student

Contacts

Medical History

Insurance Info

Documents

Authorizations

Requested Documents

10 Final Data Confirmation

Confirm and Continue

Last Confirmed: 7/13/2026 9:51:27 AM

Please update parent/guardian contact information AND additional emergency contacts who you authorize to be notified and/ or released to in an event of an emergency. if we do not have your email on file you can add it here.

Actualice la información de contacto de los padres/tutores Y los contactos de emergencia adicionales a quienes autoriza a ser notificados y/o entregados en caso de una emergencia. Complete su información de contacto, si no tenemos su correo electrónico en nuestros archivos, puede agregarlo aquí.

Contacts **Add**

Name: Triton Parent
Relationship: Parent/Guardian
 123 Sesame St.
 Lives With: ★ Primary Contact
Record Type: Parent/Guardian 1 (P1)
Ed Level: College Graduate (4)

Email Address
 (555) 555-5555

Edit Contact

Last Name	First Name	Middle Name	Suffix	Mailing Name

Lives With?	Address	City	State	Zip Code	ZipExt	Address Type

Relationship	Primary Contact	Record Type	Contact Order
			3

Telephone	Work Phone	Extn	Mobile Phone	Ed Level

If adding a New Contact, you MUST include the following information when editing:

- First + Last Name
- Relationship to Student
- Phone Number
- Record Type
- Ed Level

Step 3: Data Confirmation

(Medical History)

★ Please review and/or update your student's medical information for the School Nurse.

***PARENTS OF INCOMING 7TH GRADERS ONLY:**

All 7th graders are required to get their Tdap vaccine. Please refer to the documents that were sent/mailed home. **You must send your student's Tdap vaccine record to the School Nurse before the first day of school.**

Before clicking "Confirm and Continue," please click "Save" and ensure all information is correct.

***Note:** After you complete each section, be sure to click "**Confirm and Continue**" on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.

Income

Student

Contacts

Medical History

Insurance Info

Documents

Authorizations

9 Requested Documents

10 Final Data Confirmation

Confirm and Continue

Please complete to the best of your knowledge. In the event of any serious health conditions or medical diagnose, please email information to preussnurse@ucsd.edu and she will follow up with you.

Por favor complete esta seccion a su mejor capacidad. En caso que haya un cambio grave en las condiciones de salud o diagnostic medico, envíe un correo electrónico con información a preussnurse@ucsd.edu y la enfermera lo contactará.

Condition	Effective Date	Age	Grade	Comment
ADHD	07/21/2025	5	9	No Longer Applies

Save

Medical History and Current Medical Conditions

Additional Conditions Please Check All That Apply

☐ Animal hair allergies
 ☐ Allergies/ Anaphylaxis, Rx Epi-pen
 ☐ Dust, mold allergies
 ☐ Grass/pollen allergies, takes med
 ☐ Anemia
 ☐ Anxiety
 ☐ Asthma/ Rx Inhaler
 ☐ Autism Spectrum
 ☐ Cancer
 ☐ Wears contacts
 ☐ Depression

☐ Diabetes, self-injects
 ☐ Diabetes, uses pump
 ☐ Frequent nose bleeds
 ☐ Wears glasses all the time
 ☐ Wears glasses for distance
 ☐ Wears glasses for reading
 ☐ Hemophilia
 ☐ Hearing loss Left ear, Sit L side
 ☐ Hearing loss Right ear, sit R side
 ☐ Irritable Bowel Syndrome
 ☐ Severe menstrual cramps

☐ Severe headaches or migraines
 ☐ Obsessive Compulsive Disorder
 ☐ Other non-life threatening problems
 ☐ Post traumatic stress disorder
 ☐ Acid Reflux
 ☐ Scoliosis
 ☐ Sickle Cell
 ☐ Mild skin problem
 ☐ HX Surgeries
 ☐ Seizures

Save

Step 3: Data Confirmation

(Insurance Info)

★ Please review and/or update your insurance information (if applicable).

For insurance information, **only the INSURANCE TYPE, NAME OF CARRIER, and EFFECTIVE DATE sections need to be completed.**

If the Member ID is unknown, please enter "0" in the text field.

Before clicking “Confirm and Continue,” please click “Save” and ensure all information is correct.

***Note:** After you complete each section, be sure to click “**Confirm and Continue**” on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.

✓ Family Information

✓ Income

✓ Student

✓ Contacts

✓ Medical History

✓ Insurance Info

✓ Documents

✓ Authorizations

✓ Requested Documents

10 Final Data Confirmation

Confirm and Continue

Last Confirmed: 7/13/2026 9:51:37 AM

Copy

Add Insurance

Aetna - Medical

Active

☐	Insurance Type *	Member ID *	Insurance Company *	Insurance Company Name	
	M - Medical	0	AU2	Aetna	
	Effective Date *	Expiration Date	Policy Number	Primary Coverage	
	7/10/2026	--	--	Yes	

More Info ▾

Step 3: Data Confirmation

(Documents)

★ Please review all required documents.

***IMPORTANT:** Please review all of the following documents. By clicking on each document, you are confirming that you have read through all of its contents and that you understand each notice/agreement.

Before clicking “Confirm and Continue,” please ensure you have read all documents.

***Note:** After you complete each section, be sure to click “**Confirm and Continue**” on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.

✓ Family Information ✓ Income ✓ Student ✓ Contacts ✓ Medical History ✓ Insurance Info ✓ Documents ✓ Authorizations ✓ Requested Documents 10 Final Data Confirmation	Last Confirmed: 7/13/2026 8:31:29 AM Please review the following documents under Portal Documents. After carefully reading with your student, confirm that you read the required document. Additionally, a verification of your current address is required. Please upload proof to Portal Document Requests. Por favor, revise los siguientes documentos en la sección «Documentos del portal». Tras leerlos detenidamente junto con su estudiante, confirme que ha leído los documentos requeridos. Asimismo, se requiere verificar su dirección actual. Favor de subir un comprobante de domicilio en la sección «Solicitudes de documentos del portal».
Confirm and Continue	Documents 📄 2026-2027 Preuss School Annual Parent/ Guardian Notice *Required Please download and review the attached 2026-2027 Preuss School Annual Parent/Guardian Notice. To confirm you have read the Annual Parent/Guardian Notice, please select from the drop-down menu Confirmation Text, the response that says "I have read the required document." Por favor, descargue y revise el Aviso anual para padres/tutores de Preuss School 2026-2027 adjunto. Para confirmar que ha leído la información, seleccione en el menú desplegable Texto de confirmación, la respuesta que dice "He leído el documento requerido". ☒ 📄 2026-2027 Scholar Handbook *Required Please download and review the attached 2026-2027 Scholar Handbook. To confirm you have read the information, please select from the drop-down menu Confirmation Text, the response that says "I have read the required document." Por favor, descargue y revise el Manual del Estudiante 2026-2027 adjunto. Para confirmar que ha leído la información, seleccione del menú desplegable «Confirmation Text» (Texto de confirmación) la opción que indica: «I have read the required document» (He leído el documento requerido). ☒ 📄 Home School Compact Agreement *Required Please download and review the attached 2026-2027 Home School Compact Agreement. To confirm you have read the information, please select from the drop-down menu Confirmation Text, the response that says "I have read the required document." Por favor, descargue y revise el Acuerdo de compromiso entre el hogar y la escuela para el ciclo 2026-2027 que se adjunta. Para confirmar que ha leído la información, seleccione del menú desplegable "Confirmation Text" (Texto de confirmación) la opción que indica: "I have read the required document" (He leído el documento requerido). ☒

Step 3: Data Confirmation

(Authorizations)

- ★ Please review the following school policies and required authorizations. Responses are required for all sections, and you may either allow or deny consent.

Before clicking “Confirm and Continue,” please click “Save” and ensure all information is correct.

***Note:** After you complete each section, be sure to click “**Confirm and Continue**” on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.

✓ Family Information

✓ Income

✓ Student

✓ Contacts

✓ Medical History

✓ Insurance Info

✓ Documents

✓ Authorizations

✓ Requested Documents

10 Final Data Confirmation

Confirm and Continue

Last Confirmed: 7/10/2026 10:04:04 AM

Please review the following policies in Portal Documents. By checking "Allow", you are acknowledging that you and your student have read and agree.

Revise las siguientes políticas en los documentos del portal. Al marcar "Permitir,"usted reconoce que usted y su estudiante han leído y están de acuerdo.

Authorizations and Prohibitions	
Description	Status
Directory Release & Information on Student Records Please review the Directory Release & Information on Student Records Policy. By checking "Allow", you are acknowledging that you and your student have read and agree. Directory Release Por favor revise la Política de Divulgación de Directorio e Información sobre Registros Estudiantiles. Al marcar "Permitir", reconoce que usted y su estudiante han leído y están de acuerdo.	☒ Allow ☐ Deny
Media Release Please review the Media Release Policy. By checking "Allow", you are acknowledging that you and your student have read and agree. Media Release Por favor revise la Política de Publicación a los Medios. Al marcar "Permitir", reconoce que usted y su estudiante han leído y están de acuerdo.	☒ Allow ☐ Deny
OTC Medications By Nurse (Tylenol, Ibuprofen, Antacids) There are occasions when an over-the-counter (OTC) medication may be given during the school day. If you would like the school nurse or other trained staff to provide to your child ibuprofen, acetaminophen, calamine lotion and/or antacids per district protocol please check approve or deny through aeries parent portal. En ocasiones, se pueden administrar medicamentos de venta libre durante la jornada escolar. Si desea que la enfermera escolar u otro personal capacitado le suministre a su hijo/a ibuprofeno, acetaminofén, loción de calamina o antiácidos, según el protocolo del distrito, marque la casilla "Aprobar" o "Rechazar" en el portal para padres de Aeries.	☒ Allow ☐ Deny

Save

Step 3: Data Confirmation

(Requested Documents – Proof of Residency)

★ **You must upload a Proof of Residency document for every academic year.** Please see below for the accepted types of documents (*please upload a PDF or JPG file only*).

- **Utility Bill** (SDG&E, Cox, Time Warner, or Water Bill)
- **Telephone Bill** (NOT a cell phone bill, cell phone bills will not be accepted)
- **Correspondence from Department of Social Services**
- **Mortgage or Rental agreement and current rent receipt**

***Please note:** The document you choose to provide must include the name of Parent/Guardian 1 or 2 and the correct address in which the student is residing.

Before clicking “Confirm and Continue,” please click “Save” and ensure all information is correct.

***Note:** After you complete each section, be sure to click “**Confirm and Continue**” on the left-hand side to continue. You will not be able to move onto the next section until everything in the current section is completed.

✓ Family Information

✓ Income

✓ Student

✓ Contacts

✓ Medical History

✓ Insurance Info

✓ Documents

✓ Authorizations

✓ Requested Documents

10 Final Data Confirmation

Last Confirmed: 7/13/2026 8:31:49 AM

Please provide proof of the student's residency address. Upload here any of the required documents listed on the Housing Questionnaire. You may upload a PDF or JPG of recent utility bill, internet bill, or other invoice with your name and address.

Por favor, proporcione un comprobante del domicilio de residencia del estudiante. Cargue aquí cualquiera de los documentos requeridos que figuran en el Cuestionario de Vivienda. Puede subir un archivo actual PDF o JPG de una factura de servicios públicos u otra factura que incluya su nombre y dirección.

1. Proof of Residency / Comprobante de Domicilio

Residency Verification/ Verificación de Residencia

Required

Please upload your proof of residency here. The document provided to Preuss must be dated within the last 45 days. Please only upload acceptable documents listed on the Housing Verification Form. You may upload a PDF or JPG of utility bill or other invoice with your name and address. Por favor, suba aquí su comprobante de residencia. El documento proporcionado a Preuss School debe tener una fecha de emisión dentro de los últimos 45 días. Por favor, suba únicamente los documentos aceptables que figuran en el Formulario de Verificación de Domicilio. Puede subir un archivo PDF o JPG de una factura de servicios públicos u otra factura que incluya su nombre y dirección.

Files

Select documents...

PDF

verofadd.pdf

170.97 KB

×

Step 3: Data Confirmation

(Final Data Confirmation)

★ You have made it to the final section!

You may go back to the previous sections to ensure they are all completed and verify all of the information.

Parents must type their name and click the checkbox to then click “Finish and Submit.”

The Parent Data Confirmation process has now been completed!

Please follow the instructions on each tab below to complete Registration and upload necessary documents.

If student's custody or living situation has changed, please email preussregistrar@ucsd.edu with detailed information.

Siga las instrucciones a continuación para completar el registro y suba los documentos necesarios.

Si la situación de custodia o de vivienda ha cambiado, envíe un correo electrónico a preussregistrar@ucsd.edu con información detallada.

✓ Family Information

✓ Income

✓ Student

✓ Contacts

✓ Medical History

✓ Insurance Info

✓ Documents

✓ Authorizations

✓ Requested Documents

10 Final Data Confirmation

Please carefully review your student's information before submitting. Make sure you click on the FINISH AND SUBMIT bottom to complete your Parent Data Confirmation.

Thank you.

Por favor revise cuidadosamente la información de su estudiante antes de enviarla. Asegúrese de hacer clic en la parte inferior FINALIZAR Y ENVIAR para completar su confirmación de datos del padre.

Gracias.

Please type your name in the box below to confirm that the information you have entered is correct to the best of your knowledge on the Data Confirmation process.

☐ I hereby affirm that the information provided is true and correct to the best of my knowledge.

Finish and Submit



Please press this button to successfully submit your Parent Data Confirmation!

Questions?

➡ Registrar

Email: preussregistrar@ucsd.edu

Phone: 858-822-2525

➡ Front Office Coordinator

Email: frontdesk@preuss.ucsd.edu

Phone: 858-822-3000

