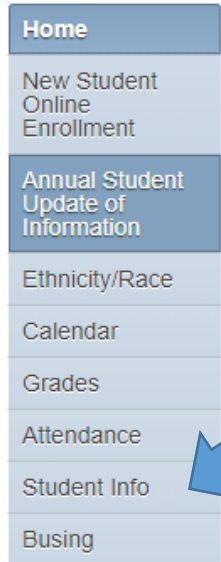


## How to remove My TRL permissions for your child in Skyward

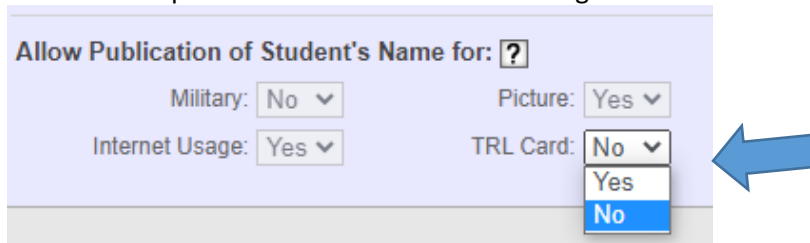
1. Log into Skyward Family Access and click on the **Student Info** tab from the column on the left.



2. In the upper right area, click **Request changes for 'your child's name'**. Then from the pull-down menu, click **Student Information**.



3. Scroll to the bottom of the student information box to find the **Allow Publication of Student's Name** section, select the drop down box for TRL card and change it to No.



4. Click **Save** in the lower right corner.

