



Forms By PaySchools empowers your district with a simple step-by-step process to easily create online forms, gather, manage, and report accurate user data. By creating a simple path from creation to completion, Forms By PaySchools provides an efficient system that is automated, fast, and secure. Eliminate countless documents, paperwork, and physical files to become a paperless district!

Key Capabilities:

Easy-to-Use

- Stores and organizes user data online – data is available anytime, anywhere
- Intuitive process guides you through the creation of any form
- Parents can complete forms quickly and accurately using our auto-completion feature that pre-populates fields with stored user data

Powerful

- Preview function provides visibility of the completed form during the creation process
- Multiple signature option makes it easy to collect signatures from a variety of users, including doctors, spouses, coaches, students, and relatives
- Automatically assigns fees for parents after form completion
- Collects all questions and answers in one place, so you can search and report on specific questions faster and more accurately than searching through paper records
- Parents can upload all supporting documents and attach them to a form, eliminating the need for extensive printing, copies, and paper file storage

Advantages for your District:

Increased Productivity

- Administrator dashboard display shows form completion and fee payment status
- Multiple signature option makes it easy for parents to share forms with other users when additional disclosures are needed
- Updated form editor and printing feature makes sub-forms look better when a printed version is needed

Increased Security

- Web-based system provides a secure method of storing sensitive user data
- User roles and permissions by job title ensure individual users see only the data they need
- Information is stored securely in the cloud, so it can be updated and managed offsite

Improved Communication

- Automatically emails signed forms to parents for their records
- Assigns fees upon form submission to automate the payment process
- Supporting documentation uploads free parents from having to do in-person paperwork

Cost Savings

- Questions and answers can be downloaded so you can search and report on specific questions faster and more accurately than searching through paper records
- Data is stored, organized, and updated online to save money on printing