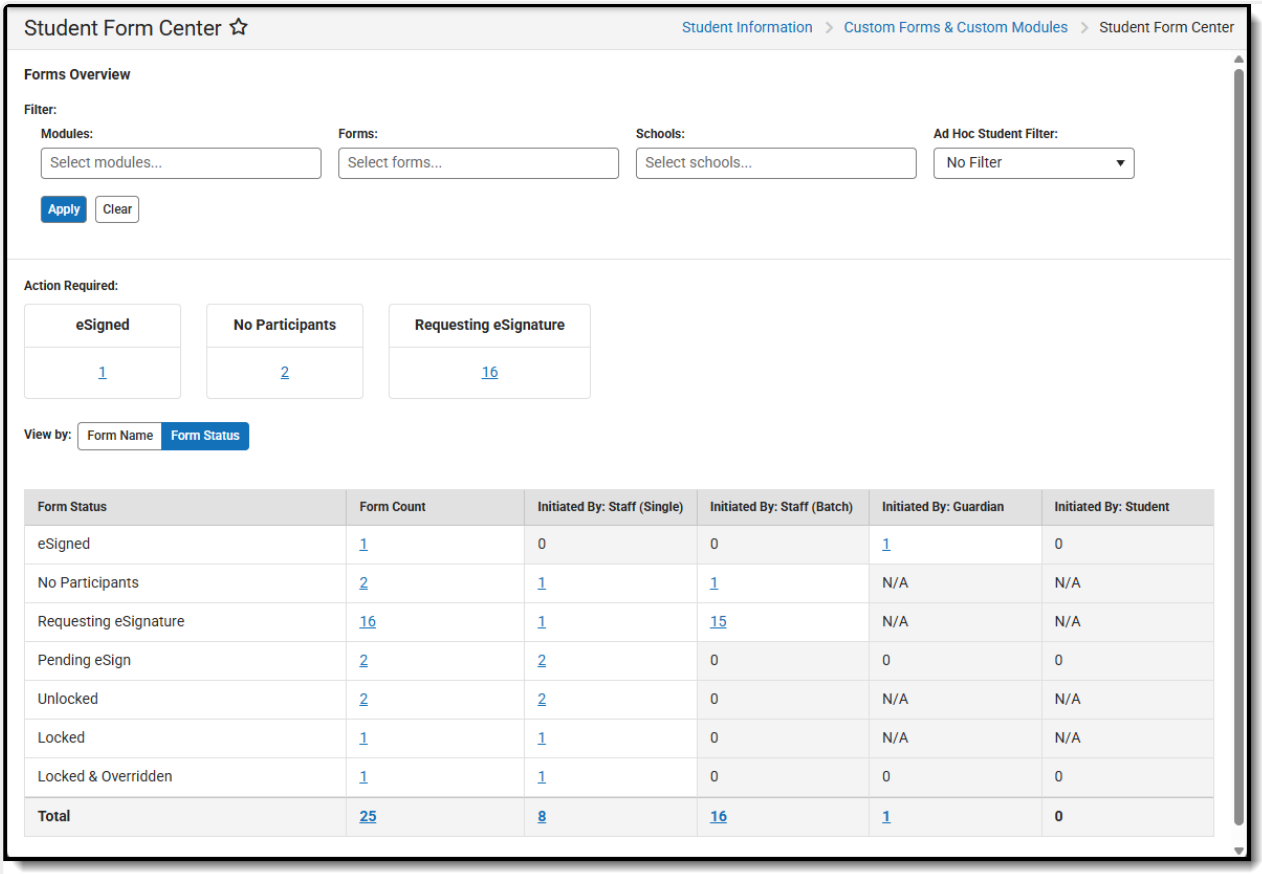
Student Form Center Tool Rights

Last Modified on 10/15/2026 9:41 am CDT

The Student Form Center allows administrators to find and view custom forms assigned to students using various filter options. Instead of locating custom forms for a single student at a time, administrators can use this tool to quickly find and manage forms across multiple students.

Users can only view forms in modules for which they have rights. The Student Forms Center tool obeys the Forms tool > Custom Forms and the module-specific Custom Forms tool rights (Student Information > [Module] > [Module] Documents > Custom Forms). See the following articles for information about the module-specific tool rights:

- Counseling
- Health
- Personal Learning Plans (PLP)
- Response to Intervention
- Special Education



Form Status	Form Count	Initiated By: Staff (Single)	Initiated By: Staff (Batch)	Initiated By: Guardian	Initiated By: Student
eSigned	1	0	0	1	0
No Participants	2	1	1	N/A	N/A
Requesting eSignature	16	1	15	N/A	N/A
Pending eSign	2	2	0	0	0
Unlocked	2	2	0	N/A	N/A
Locked	1	1	0	N/A	N/A
Locked & Overridden	1	1	0	0	0
Total	**25**	**8**	**16**	**1**	**0**

The Student Forms Center tool displays an overview of forms in a grid with filtering options at the top of the screen.

Related tools alert:

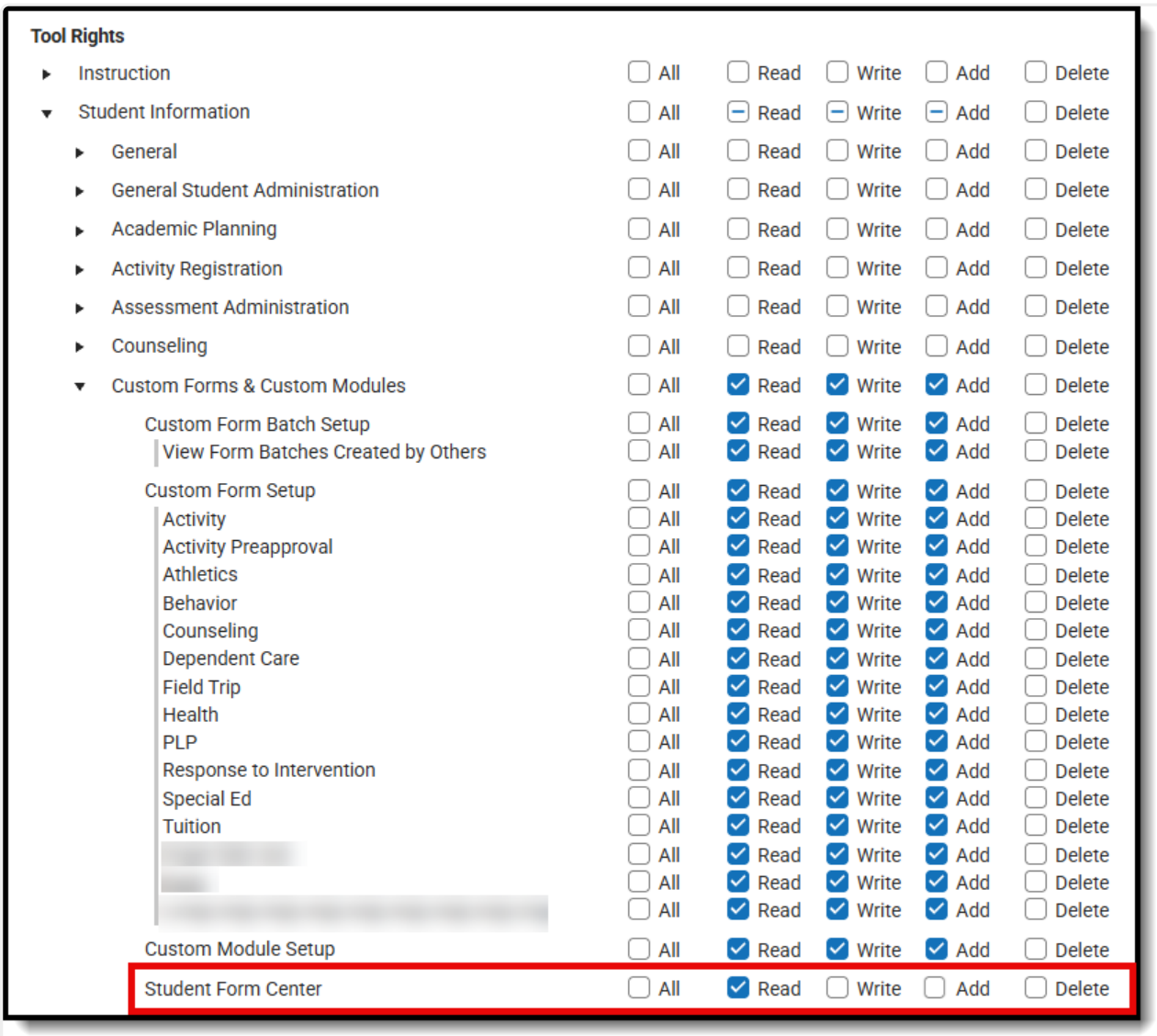
- The Custom Forms Setup tool is used to upload and manage forms at the administrator level.

- The Forms tool is used to manage forms associated with a single student.
- The Custom Form Batch Setup tool is used to assign student forms in a batch.

Available Tool Rights

Click the "Click here to expand" link to view an image of the Student Form Center Tool Rights.

Click here to expand...



Student Information > Custom Forms and Custom Modules > Student Form Center

R	W	A	D
• View the Student Form Center tool. • View form status groups and forms assigned to students. • Print forms.	N/A Write rights do not grant additional functionality for the Student Form Center.	N/A Add rights do not grant additional functionality for the Student Form Center.	N/A Delete rights do not grant additional functionality for the Student Form Center.

Suggested user groups

Some groups may only need Read access to the information displayed in this tool.

- Counselors
- Front Office
- Health Office
- Special Ed
- Principals

See User Groups and Suggested Roles for more information.