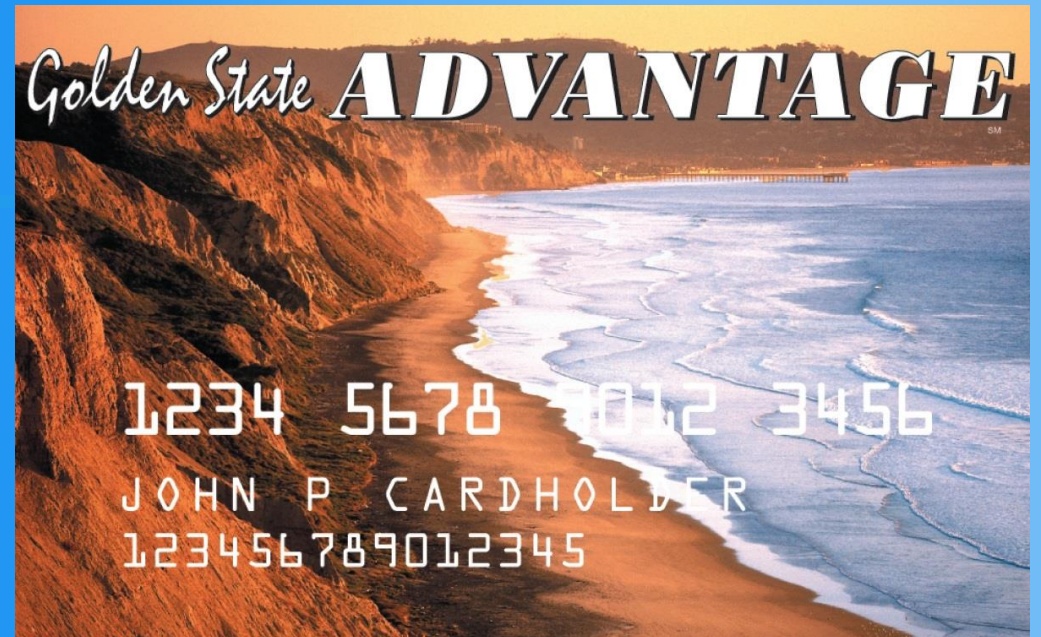


CalWORKs 2020-2021

STEP BY STEP GUIDE



STEP 1

Open **Google Chrome**



STEP 2

Enter dacesis.lausd.net in the Address Bar

A screenshot of a web browser window. The address bar at the top shows 'dacesis.lausd.net' and is highlighted with a red rectangular box. To the right of the address bar, there is a 'Paused' indicator with a red 'R' icon. The main content area of the browser displays the login page for the Los Angeles Unified School District. At the top of the page is the district's logo, which is circular and contains the text 'LOS ANGELES UNIFIED SCHOOL DISTRICT' and 'BOARD OF EDUCATION'. Below the logo, the text 'Sign in with your organizational account' is displayed. Underneath this text are two input fields: the first contains the placeholder text 'someone@example.com' and the second is labeled 'Password'. Below the input fields is a blue 'Sign in' button. At the bottom of the page, there is a note: 'Enter your full LAUSD email address and password to Log In. e.g (msmith@lausd.net, mary.smith@lausd.net)'. In the bottom right corner of the browser window, there is a small circular logo with the text 'LAUSD DISTRICT' and 'STUDENTS AT THE CENTER'.

STEP 3

Log In to Your Student Portal with Your LAUSD Email & Password


The screenshot shows a web browser window with the address bar containing 'dacesis.lausd.net'. The page content includes the Los Angeles Unified School District logo, which is a circular emblem with a sun, a pencil, and two figures. Below the logo, the text reads 'Sign in with your organizational account'. A red rectangular box highlights two input fields: the top one contains 'someone@example.com' and the bottom one is labeled 'Password'. Below these fields is a blue 'Sign in' button. At the bottom of the page, there is a message: 'Enter your full LAUSD email address and password to Log In. e.g (msmith@lausd.net, mary.smith@lausd.net)'. A small circular logo in the bottom right corner of the page contains the text 'LAUSD DISTRICT' and 'STUDENTS AT THE CENTER'.

STEP 4

Click On **Forms Summary** in the Navigation Bar

Find **Perkins Declaration of Eligibility Form**– It will be available under **Pending Forms** or **Available Forms**.

The screenshot displays a user interface with a navigation bar on the left and a main content area. The navigation bar includes the following items: Portal, School Information, My Information, Preferences, Calendar, Class Schedule, Class Waitlist, Grades, Course Competencies, Test History, Attendance, and **Forms Summary** (highlighted with a red box). The main content area features a table with the following data:

Student Name	Form	Status
 ALVAREZ, [REDACTED]	CALWorks Form	In progress - Click to continue in English [EN] ←

Below the table, the section **Available Forms** is displayed, with the text: "The district has made the following forms available for you to complete as needed." The list of available forms includes:

- CASAS Program Update Record
- **Perkins Declaration of Eligibility**
- Student Registration Form
- CASAS Program Entry Form
- **CALWorks Form** ←

A red arrow points to the **CALWorks Form** entry in the list.



STEP 5

Childcare for your Child (Children)

Select if you **need Childcare** for your **Child (Children)** while you are in school.

FOCUS CALWorks Form Page 1 / 1

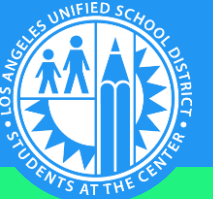
CALWorks Declaration of Eligibility
CONFIDENTIAL - FOR DATA COLLECTION ONLY
STUDENT MUST COMPLETE ALL SECTIONS

Do you need Childcare for your Child (Children) while you are in school? N/A ▼

What is the Age Group of your Child (Children) N/A

Do you receive cash aid (money) from CalWORKs to support your child (children)? N/A ▼

Note: A red arrow points to the first question. A dropdown menu is open for the first question, showing a 'Filter' input field and options: N/A, Yes, No.



STEP 6 Child (Children) Age Group

Select the **Age Group** of your **Child (Children)**.

CALWorks Declaration of Eligibility
CONFIDENTIAL - FOR DATA COLLECTION ONLY
STUDENT MUST COMPLETE ALL SECTIONS

Do you need Childcare for your Child (Children) while you are in school? N/A

What is the Age Group of your Child (Children) N/A

Do you receive cash aid (money) from CalWORKs to support your child (children)?

Filter

N/A

0-2 Years Old

3-5 Years Old

Other

AGE

STEP 7 Receive Cash Aid (money) from CalWORKs

Select if you receive **cash aid (money)** from **CalWORKs** to support your **Child (Children)**.

CALWorks Declaration of Eligibility
CONFIDENTIAL - FOR DATA COLLECTION ONLY
STUDENT MUST COMPLETE ALL SECTIONS

Do you need Childcare for your Child (Children) while you are in school?

What is the Age Group of your Child (Children)

Do you receive cash aid (money) from CalWORKs to support your child (children)?


N/A

Yes

No

STEP 8 Greater Avenues for Independence (GAIN)

Select if you are a GAIN participant?



The screenshot shows a form with a header image of a Golden State ADVANTAGE card. Below the image is a question: "Are you a GAIN participant? (Greater Avenues for Independence)". A dropdown menu is open, showing options: "N/A", "Yes", and "No". A red arrow points to the question text. Below the question is a certification statement: "I certify that the above is true and correct".

Golden State **ADVANTAGE**

0000 0000 0000 0000

CARDHOLDER JOHN
0000000000

Are you a GAIN participant?
(Greater Avenues for Independence)

I certify that the above is true and correct

N/A

Filter

N/A

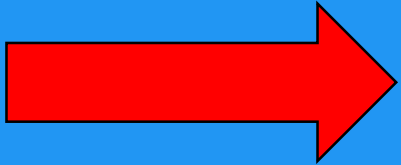
Yes

No

STEP 9

Submit and Finish

Click



Submit and Finish

THANK YOU!

