

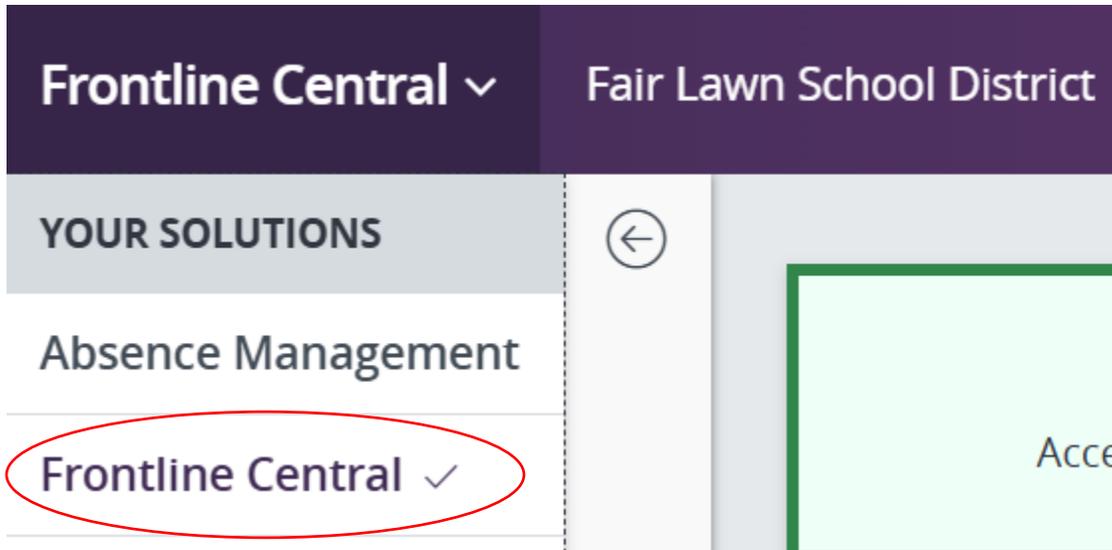


# FAIR LAWN PUBLIC SCHOOLS

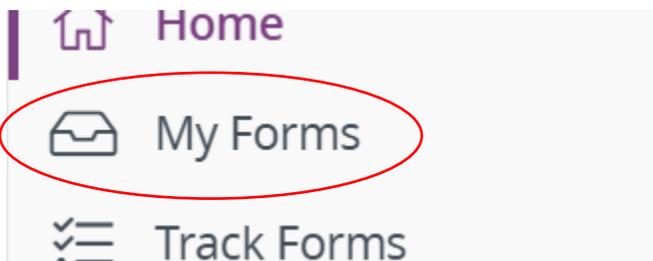
*The leaders of tomorrow attend Fair Lawn Schools today*

The Frontline login can be found on the district's website under "More", "For Staff" and then "Frontline" or by clicking on the following link: [Frontline - Sign In](#)

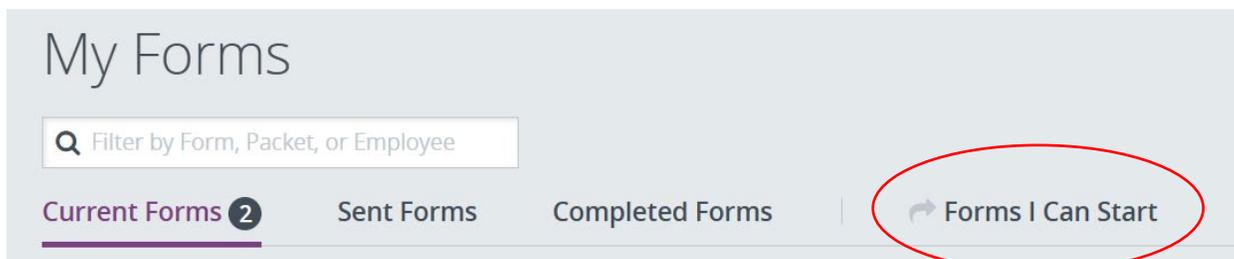
Log into Frontline and make sure that your selection is "Frontline Central" using the drop down arrow.



Once in Frontline Central click on "My Forms" in the navigation bar on the left side of the screen.



Then click on the header "Forms I Can Start" listed in the center of the screen.



In the search bar type “Health Enrollment Form” to have the form populate for you to then start. Once the form populates, click on the “Start this Form” button on the right side of the screen.

The screenshot shows the 'My Forms' dashboard. At the top left, there is a search bar containing the text 'Health Enrollment Form'. Below the search bar are tabs for 'Current Forms 2', 'Sent Forms', 'Completed Forms', and 'Forms I Can Start'. On the right side, there is a dropdown menu labeled 'Sort by Form Category'. The main content area displays a card for the 'Health Enrollment Form' with the category 'Benefits' and administrator 'Joanna Mickle'. A button labeled 'Start this fo...' is visible on the right side of the card.

Complete the form online with your medical/prescription selection and all required information and then scroll to the bottom of the form and click on the “Submit Form” button. The district will then process your application and contact you with any questions if necessary.

The screenshot shows the bottom portion of the form. It includes a 'Signature Date\*' field with a calendar icon. Below it is a 'Please Sign\*' field with an 'Add Digital Signature' button. A note reads: 'If adding dependents, upload supporting documents (marriage certificate, birth certificate, etc.) as proof of dependency.' At the bottom, there is a 'Comments - Visible to all participants' text area and a blue 'Submit Form' button.