HOW TO UPLOAD LI SCHOOL AGE EVALUATIONS

1. Login to the website



2. Click Department



3. Click on document submissions



4. Click LI – PRESCHOOL EVALUATION REPORT UPLOAD

SCHOOL AGE EVALUATIONS UPLOAD

5. You will get this box. Click the down arrows to choose service types. Click the Document type box to show choices. You can add multiple types if needed. Complete all the fields. Click ATTACH FILES to add your file(s)



School Age Evaluations				
Provider Email Address *				
Child First Name *				
Last Name *				
Date of Birth *				#
School District 🛛				•
Service Type 🕢 *				
Document Type *	Evaluation			× •
Date Submitted *				Ê
		2		
			ATTACH FILES	\$ SUBMIT

6. You can drag and drop your files or click upload our files here to choose your files.

Drag your file(s) here	
	CLOSE

7. The files will appear above the submit button. Click Submit

