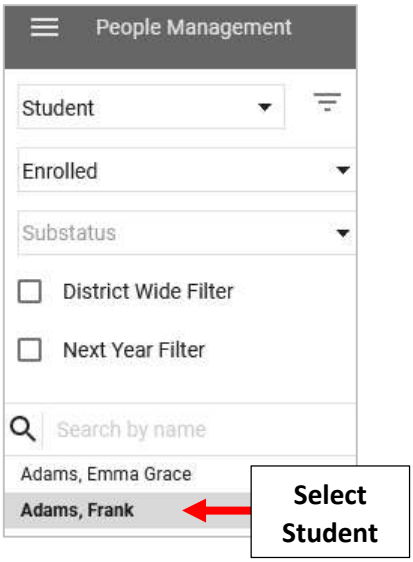
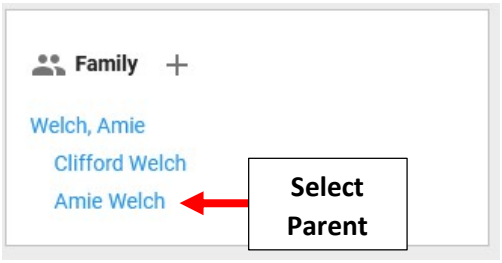
Marking a Parent Deceased in FACTS SIS

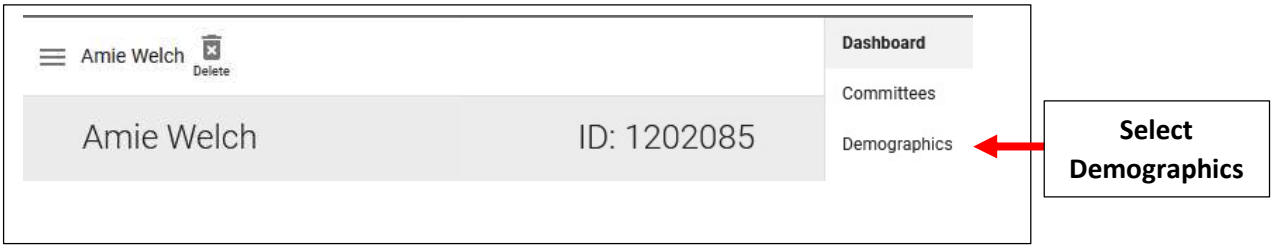
Once logged into FACTS please Select Students from the Main Menu and Select Student to Update



Select Parent from the Family Tile

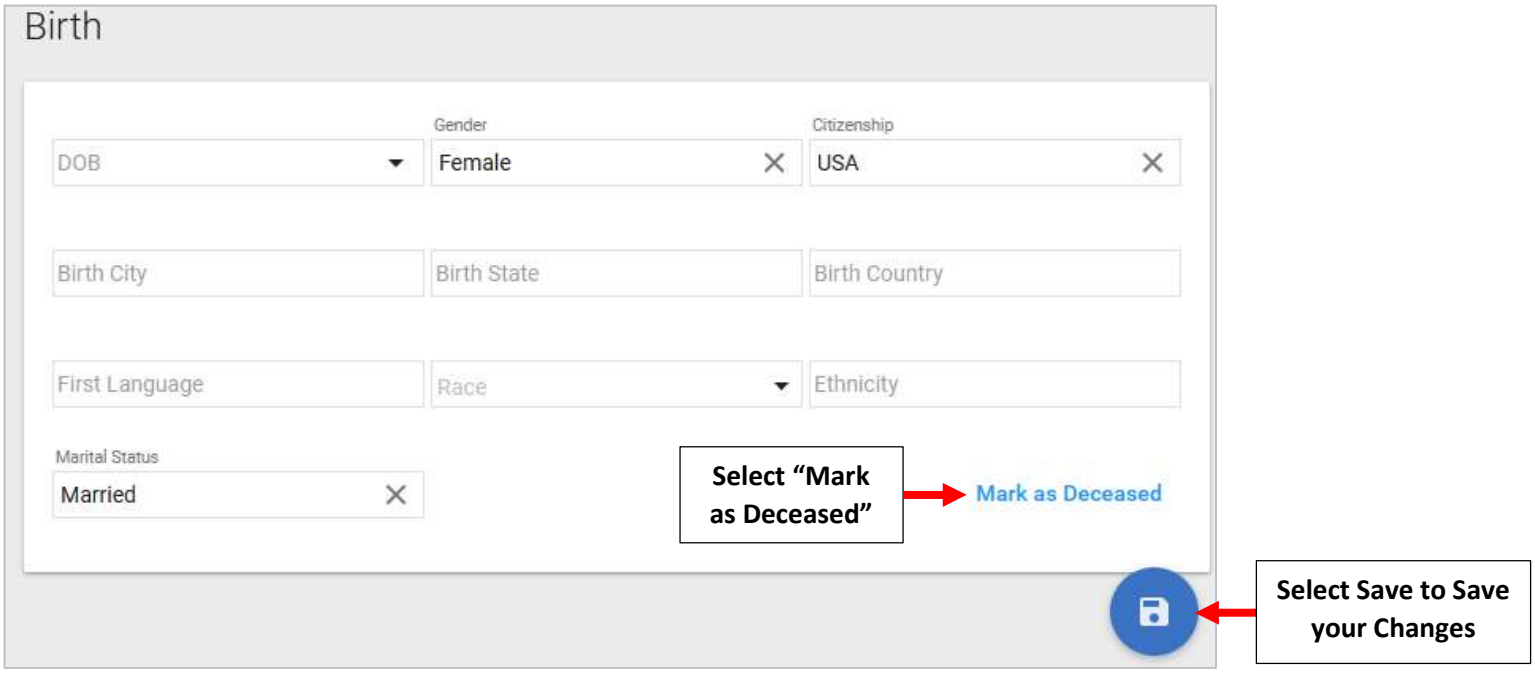


Select Demographics

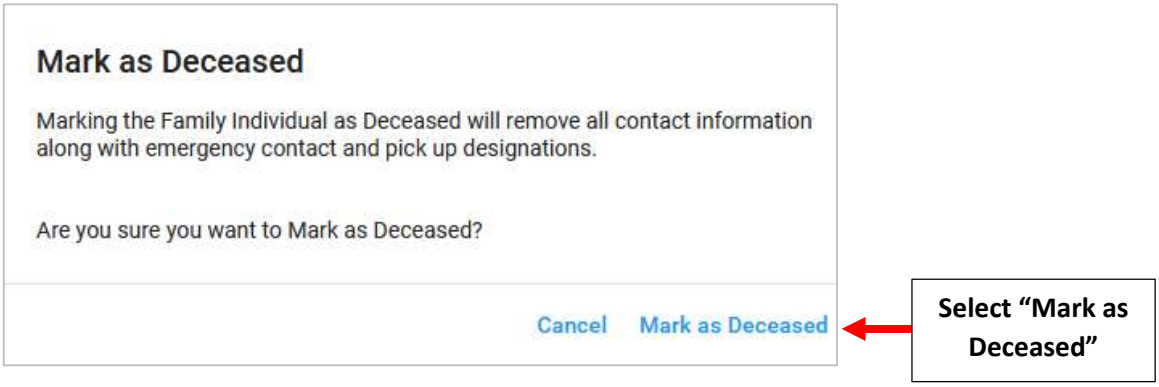


Select Birth

Select "Mark as Deceased" and Select Save to Save your Changes



Select "Mark as Deceased"



Parent will now Display as Deceased on the Family Tile