



Instructions for Completing Parental Directive Report in STARS

- Login to STARS Enrollment at the District Level
- Select 2020-2021 School Year
- Choose the school
- Enter a grade and/or last name
- Click on the filter button
- Click on student's start date
- Check Out page
- At the bottom, check the box in front of any assessment in which a Parental Directive form was received
- Save changes
- Check In
- Repeat steps for each student with a Parental Directive form on file
- Place paper form in student's file

Note: Parental Directives may be reported at any point during the school year. All Parental Directives must be reported in STARS by the Spring Enrollment Report Due Date.

For questions on Parental Directive Reporting, please contact the [NDDPI Assessment Office](#).