

(1) Login to **browardfocus.com.** By default, your credentials are:

Username: 10-digit Student ID Password: PMM/DD/YYYY (P+your birthdate) If you do not know your student ID or if the default doesn't work, please contact your school to get your username or have your password reset.

(2) Under, "My Information," click on the "Enrollment Verification" tab. This tab shows your currently active enrollments and your enrollment history. Click the dropdown to "Print a Form/Letter" and select, "Enrollment Verification Student Printout."

| | Workforce Education My Info | rmation OHelp | | (Stude V 2020-2021 V |
|------------|--------------------------------|----------------------------------|-----|--|
| * | Portal | | | Enrollment Schedule Grades 🖨 Save 🕒 |
| 2 | My Information | | | Grade 31 Absences Test History |
| ٥ | Preferences | | | |
| | Class Schedule | Filter fields | Τ | Enrollment Verification Print a Form/Letter |
| A + | Grades | E-Learning Studen Contact & Drop | - | Current Status FT/PT dil-Time Print a Form/Letter |
| ~ | Test History | Enrollment | | Current Weekly Hotrs 30 Enrollment Verification_Student Printout |
| 0 | Absences | Enrollment Verification | | Current Enrollment |
| | Attendance | Final Grade Report | | Export 🗐 🚔 Filter: OFF |
| đ | Forms Summary | Graduate HS/CDE Detail | -11 | School Name Program Name Days + Start/End Start Active Time + Date + + |
| ¢ | Durchasa & Day | | | Atlantic Heating, |

(3) Use your browser's functions to download or print the form.

