

PIV Instructions:

1. **Select your destination:** Select **High Schools** and press the **GO** button.
2. **Student ID:** Type the 7 digit student ID number.
3. **PIN Code:** The PIN Code is a 4 digit number. First two digits: student month of birth,
Second two digits: student day of birth.
4. **School:** Select **OCSA**
5. Press the **Request Report** button.