

Pinnacle Insight Login Change Request Form



I, _____, Superintendent or Authorized Representative, approve the user(s) below to have their Pinnacle Insight account upgraded to the below requested level.

District Name: _____ ISD: _____

#	Last	First	Login	Current Access Level *	Upgraded Access Level *	Scope Full or Limited **
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

*** School or District Access Level (Current and Upgraded):**

Current access level = the current school name or district name the user has access to

Example: El Sol Elementary

Upgraded access level = the access level (school, district or ISD/RESA staff could request county level)

Example: Kalamazoo Public Schools

****Scope:**

Full = complete access to all information including access to sensitive student data such as free/reduced lunch status.

Limited = Access to student assessment data but sensitive student data (free/reduced) data will be suppressed.

Signed: _____ Date: _____