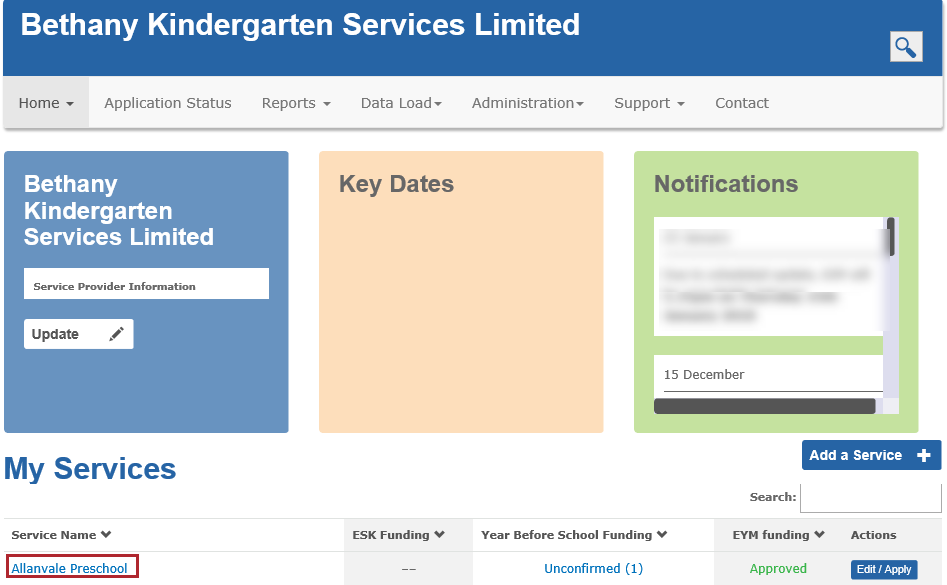
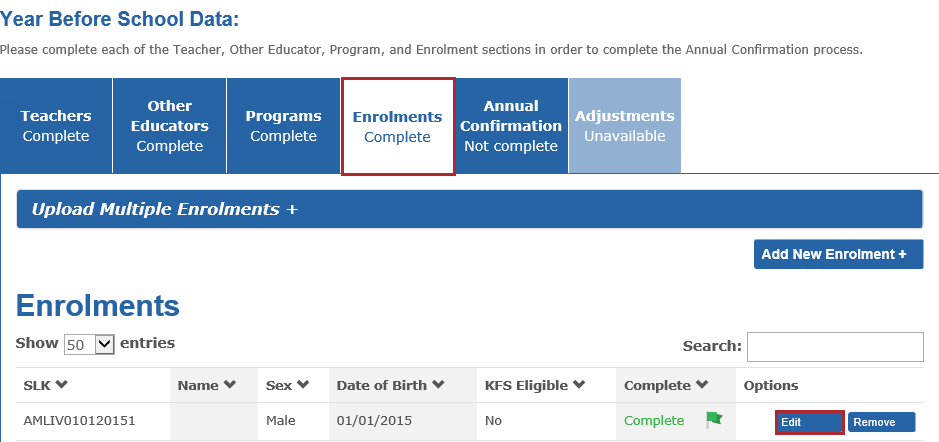
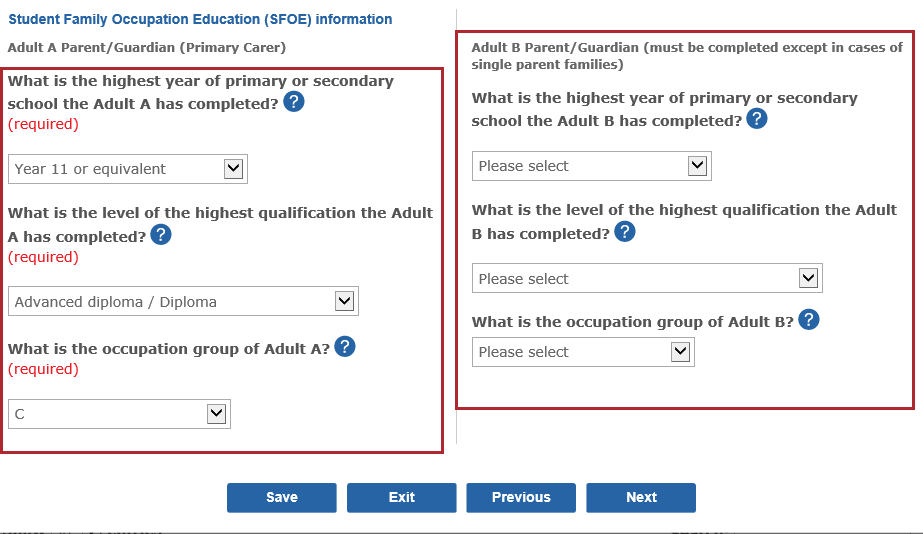
# How to update parent occupation and education information

Quick Reference Guide

1. From the KIM home page, click the relevant service.
2. Click **Enrolments**.
3. Click **Edit** to open the enrolment record.



1. Click Next buttonuntil you reach the **Student Family Occupation Education (SFOE) information** section.
2. Update the drop-down lists for Adult A and Adult B. Adult B can remain blank if the child is from a single parent family or there is only one primary carer.



1. Click Save button

* For step-by-step instructions on entering information in KIM click **Support** in the main menu and then click **Support**.
* For more information about school readiness funding including translated information sheets for parents, click **Support** in the main menu and then click **Kindergarten Funding Resources** in the sub-menu.
* If you have questions about school readiness funding or other types of kindergarten funding, click **Contact** in the main menu and call your local Department regional office.
* For technical assistance with the KIM system, click **Contact** in the main menu and call or email the KIM help desk.