

Online Registration Information

Registration School Year	You will need your ParentVUE login information to complete the verification of enrollment process. If you need to reset your password you can do so by clicking on the "More Options" dropdown and then click "forgot password" and you will receive email instructions from there. After logging into your Home Access from the district website there will be 3 policies that you will read through before being redirected to your ParentVUE home page. Click Online Registration .
New Students	If you are new to the District and would like to enroll your student OR if you have students already attending but need to enroll another child please visit the school during open enrollment on August 14th from 10am - 6pm. At this time Online is only open to those students who currently attend.
Introduction	Click " Begin New Registration " Click Continue after reading the welcome message on the screen.
Helpful Hints and To Resume Registration	There is a helpful percent of completion bar on the top of the screen for your reference. If you need to interrupt you verification process, you can resume the by logging back in at a future time and clicking Resume Registration . Pick up from where you left off by clicking on the section name in the left-hand navigation. For example, in the Students section, click Edit .
Electronic Signature	Type your first and last name in the Electronic Signature field. Save and Continue
Family	Begin by clicking on Family tab on the Left hand side
Family Address	Verify your home address and update if needed.
Family Mailing Address	Verify your mailing address and update if needed.
Parent/Guardian	Click on the in Progress tab and follow instructions from there.
Emergency Contact	Update/delete or add new
Students	Here is where you will go through the same process with each of your students. Click on the " In Progress " tab

Information Release	In this section you will allow or not allow your student to be photographed, use the internet, or have his/her information released to Military recruiting officers.
Parent/Guardian Relationships	Please note that in this section you are only allowed to edit another persons information if you both live in the same household.
Policies	Scroll to the bottom and click Save and Continue
Students	You will then move on to your next student (click on In Progress) if you are verifying for more than one. Follow the same steps.
Review/Submit	Click on the Review button if you would like to go back through your students information. Please note that once you click the Submit button you will no longer be able to return and edit the registration information. Any changes you would like to make will need to be made by contacting the school Registrar.