
2019-2020 School Year - Online Registration Pilot

If you are a parent or guardian of a new student who has never attended Reynolds School District, you can enroll your child using [RSD online registration portal](#) for the following schools: **Reynolds High School, Walt Morey Middle School, Sweetbriar, Troutdale, and Woodland elementary schools.**



New Families to Reynolds

WHAT YOU NEED TO GET STARTED:

- Access to a desktop/ laptop computer
- Email account
 - Don't have one? Get a free one through [Gmail](#), or [Outlook](#)

WHO CAN REGISTER:

- Only custodial parents can enroll their student in a Reynolds school
- New students who have never attended at Reynolds School District at the following schools: **Reynolds High School, Walt Morey Middle School, Sweetbriar, Troutdale, and Woodland elementary schools** only. If you are a parent/guardian of a new student who is **not** enrolling in one of the schools above, registration packets are available at [school offices](#)

WHAT YOU WILL NEED TO REGISTER:

- Proof of student's birthdate (birth certificate, hospital record, passport, or baptismal record)
- Proof of address (rental agreement, utility bill, etc.)
- Immunization records as required by law

RECOMMENDED:

- At least one emergency contact - including address and phone number
- Physician and dentist phone numbers



Current RSD and Former RSD Students

If you are a parent/guardian of a current RSD student or a former student who is returning to RSD who have an existing ParentVUE account at: **Reynolds High School, Walt Morey Middle School, Sweetbriar, Troutdale, and Woodland elementary schools.**

You may also use [RSD online registration portal](#) to complete your online Annual Enrollment Verification and make updates throughout the school year.

PLEASE SEE THE ONLINE REGISTRATION PARENT GUIDE FOR ANNUAL VERIFICATIONS LOCATED AT [HTTPS://WWW.REYNOLDS.K12.OR.US/](https://www.reynolds.k12.or.us/) FOR MORE INFORMATION.

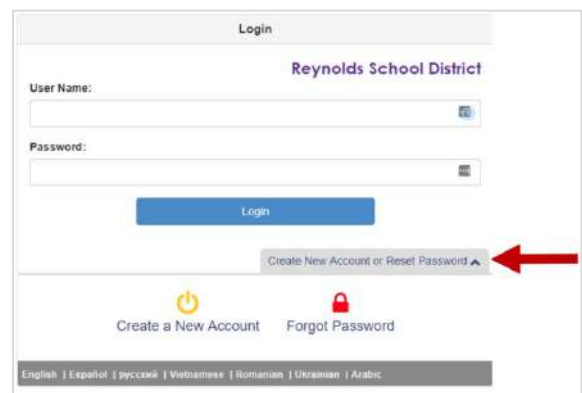
Create a New Account

GETTING STARTED

If you haven't already created a ParentVUE account, you'll need to do so by going to https://parent-reynolds.cascadetech.org/reynolds/Login_Parent_OEN.aspx

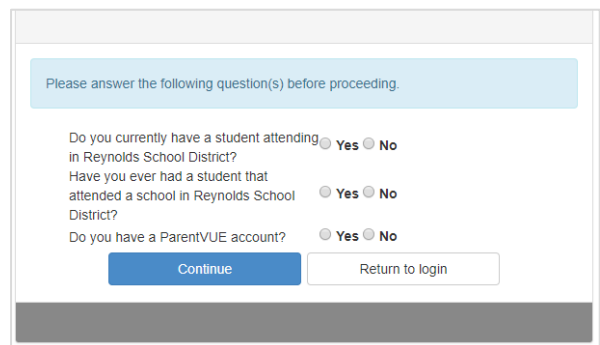
CREATE A NEW PARENT ACCOUNT

1. Click on **Create New Account or Reset Password**
2. Click the link under **Create a New Account**.



➡ STEP 1 | QUALIFYING FOR ONLINE

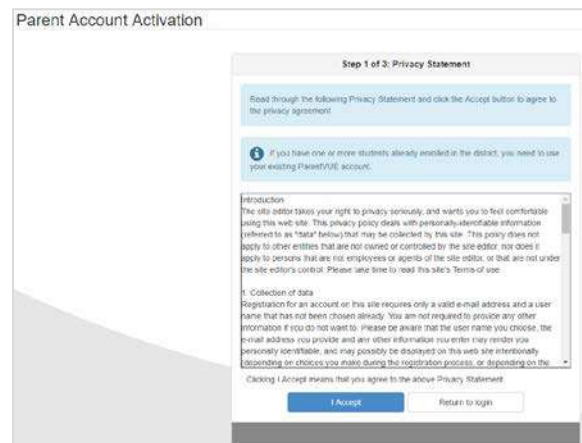
Before completing your new account creation, you will need to answer questions to see if you qualify to create a new account.



➡ STEP 2 | PRIVACY STATEMENT

Review the ParentVUE Privacy Statement by using the scroll bar on the right-hand side.

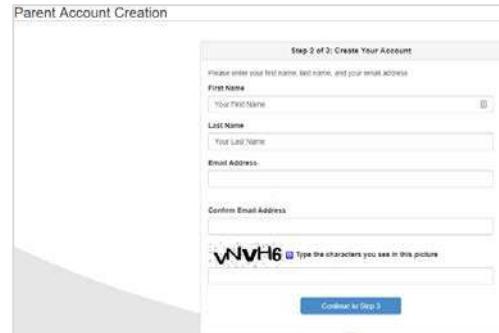
After reviewing, click on **I Accept** to continue with the Parent Account Creation process.



➡ STEP 3 | PARENT ACCOUNT

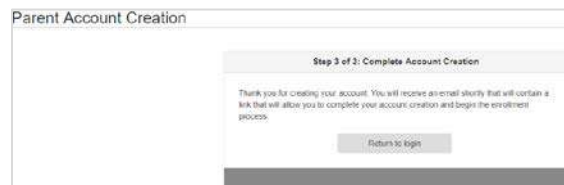
Enter your first name, last name and your email address in the appropriate fields. Please avoid special characters except for hyphens and apostrophes (e.g. ñ, ö, etc.).

Enter the system generated code and click **Continue to Step 3**.



➡ STEP 4 | ACCOUNT CREATION

Click **Return to login** to complete the account creation process.

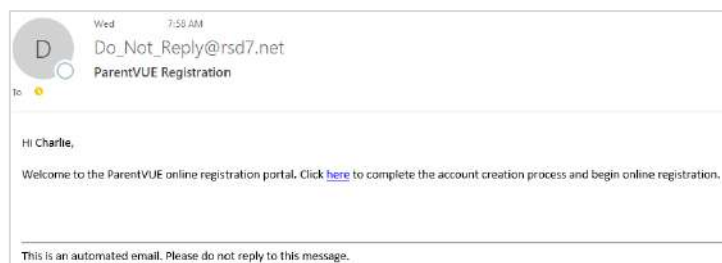


➡ STEP 5 | RETRIEVE EMAIL

Login to your email to retrieve the ParentVUE Registration email. If you do not see the email in your inbox, please check your junk folder and search for 'Do_Not_Reply@rsd7.net'.

Click on the hyperlinked '**here**' to begin the online registration process. The Complete Account Creation window displays.

- (Optional) Change your **User ID**, if desired. The default is your email address.
- Enter a **Password**.
- Enter the password again in **Confirm Password**.

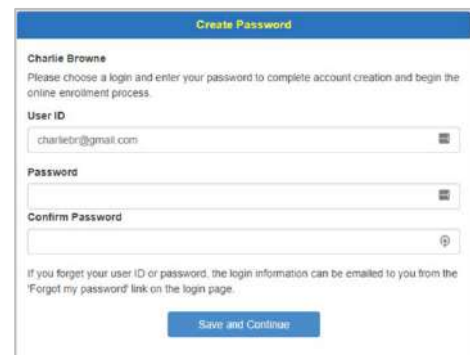


➡ STEP 6 | CREATE PASSWORD

Your email address will be used a default for the User Name. You may change this to anything you'd like.

Enter and confirm your password (minimum of 6 characters).

Click **Save and Continue**.



Beginning Registration

Depending on the time of year, you have the option to register for current school year or the next school year. Start of enrollment for the next school year can vary.

REGISTRATION SCHOOL YEAR

Click on the **Begin New Registration >>** button



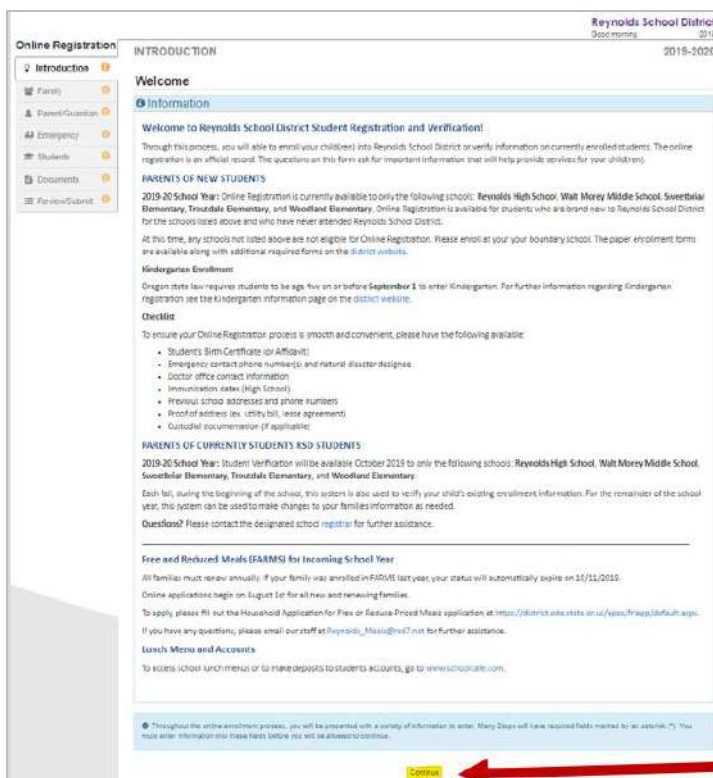
If you need assistance, please click **Contact** on the bottom left of the screen to display a list of contacts.

Translations for the following languages can be displayed by clicking on the desired language link at the bottom of the screen. Please note that this is a pilot project and translations may not be accurate.

Spanish | Russian | Vietnamese | Romanian | Ukrainian | Arabic

INTRODUCTION

Click **Continue** after reading the welcome message on the screen.



Online Registration | Reynolds School District | Good morning | 2018-2019

INTRODUCTION

Welcome

Information

Welcome to Reynolds School District Student Registration and Verification!

Through this process, you will be able to enroll your children into Reynolds School District or verify information on currently enrolled students. The online registration is an official record. The questions on this form ask for important information that will help provide services for your children.

PARENTS OF NEW STUDENTS

2019-20 School Year: Online Registration is currently available to only the following schools: Reynolds High School, Walt Morey Middle School, Sweetbriar Elementary, Troutdale Elementary, and Woodland Elementary. Online Registration is available for students who are brand new to Reynolds School District for the schools listed above and who have never attended Reynolds School District.

At this time, any schools not listed above are not eligible for Online Registration. Please enroll at your current boundary school. The paper enrollment forms are available along with additional required forms on the district website.

Kindergarten Enrollment

Oregon state law requires students to be age five on or before September 1 to enter Kindergarten. For further information regarding Kindergarten registration see the Kindergarten information page on the district website.

Checklist

To ensure your Online Registration process is smooth and convenient, please have the following available:

- Student's Birth Certificate (or Affidavit)
- Emergency contact phone number(s) and natural disaster designee
- Doctor office contact information
- Immunization dates (High School)
- Previous school addresses and phone numbers
- Proof of address (i.e., utility bill, lease agreement)
- Custodial documentation (if applicable)

PARENTS OF CURRENTLY STUDENTS/ KSD STUDENTS:

2019-20 School Year: Student Verification will be available October 2018 to only the following schools: Reynolds High School, Walt Morey Middle School, Sweetbriar Elementary, Troutdale Elementary, and Woodland Elementary.

Each fall, during the beginning of the school, this system is also used to verify your child's existing enrollment information. For the remainder of the school year, this system can be used to make changes to your families information as needed.

Questions? Please contact the designated school registrar for further assistance.

Free and Reduced Meals (FARMS) for Incoming School Year:

All families must renew annually. If your family was enrolled in FARMS last year, your status will automatically expire on 11/11/2018. Online applications begin on August 1st for all new and renewing families.

To apply, please fill out the Household Application for Free or Reduced Priced Meals application at <https://district.reynolds.or.us/apps/fraapp/default.aspx>.

If you have any questions, please email our staff at Reynolds_Media@msd7.net for further assistance.

Lunch Menu and Accounts

To access school lunch menus or to make deposits to students accounts, go to www.schoolcater.com.

Throughout the online enrollment process, you will be presented with a variety of information to enter. Many steps will have required fields marked by an asterisk (*). You must enter information into these fields before you will be allowed to continue.

Continue

ELECTRONIC SIGNATURE

Type in your name as it exactly appears when you created the account in the **Electronic Signature** field.

For reference, your name will also appear in the top-right of the screen on how you enter your name.




RESUMING REGISTRATION

The process of registering your child online is a comprehensive one. Once you have gathered pertinent information such as previous school contact information, and verification documents (e.g. birth certificate, utility bill, etc.) completing the various screens may take up to 20 to 30 minutes.

There is a helpful percent of completion bar on the top of the screen for your reference.



If you need to interrupt your data entry process, you can resume the registration 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**.



If you selected the incorrect school year, click on **Start Over** to begin the process again.

FAMILY


HOME ADDRESS

Enter your street address in the first field to find your home address.

Select the correct address from the search results.

The individual fields will auto populate based upon your selection.

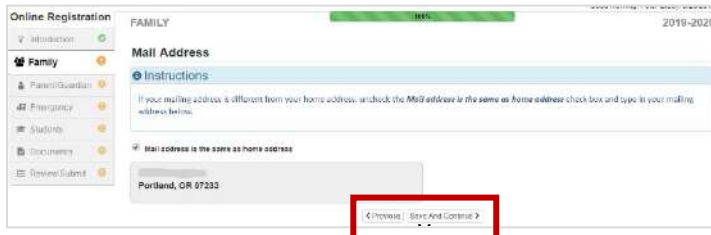
A red asterisk * indicates the information is required before proceeding.



MAIL ADDRESS

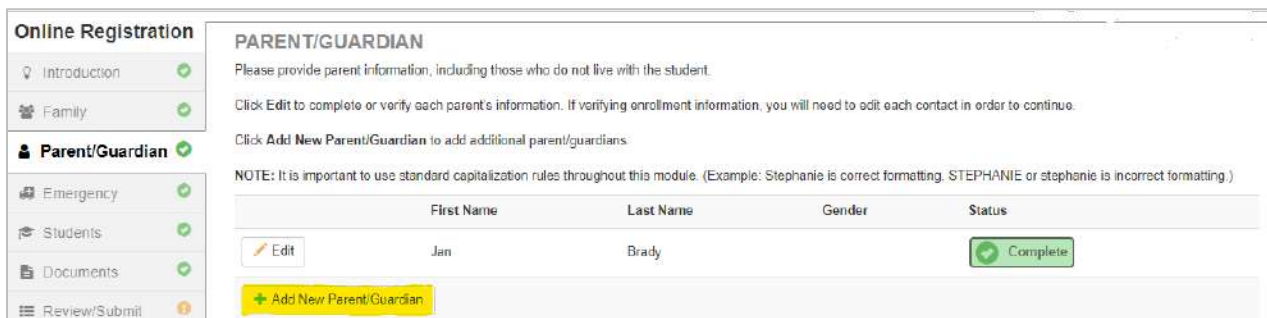
If your mailing address is the same as your home address, click **Save and Continue**.

If your mailing address is different from your home address, uncheck the box and enter your mailing address. Click **Save and Continue**.

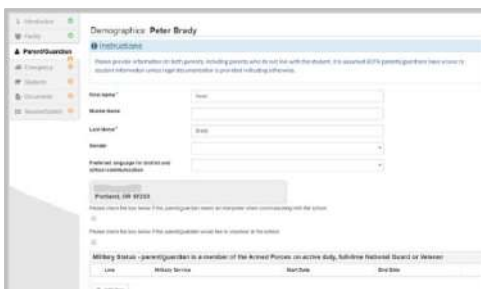


PARENT/GUARDIAN

For new enrollments, once the enrolling parent info is complete, please click **Add New Parent/Guardian** to add additional parents/guardians.



DEMOGRAPHICS

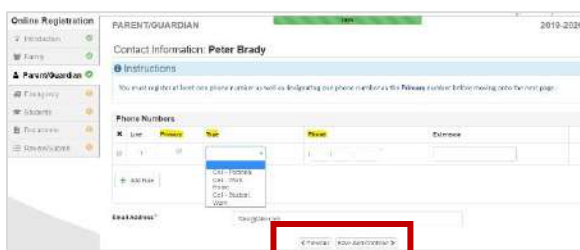


- Enter required information for Enrolling Parent.
- Click **Save and Continue**.

CONTACT INFORMATION

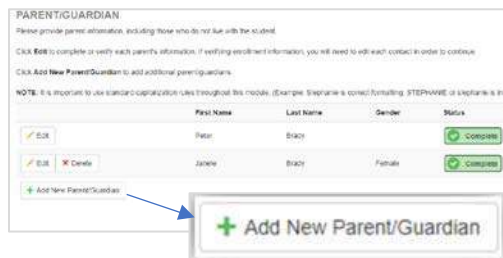
Enter your home (required), mobile (can be same as home) and/or work phone number. Under **Type**, please select one number as the **Primary**.

The email address you used to create the parent account will automatically display in the **Email Address** field if adding yourself. Click **Save and Continue**.



➡ ADD NEW PARENT/GUARDIAN

Add additional parent/guardian as needed by clicking **Add New Parent/Guardian**.

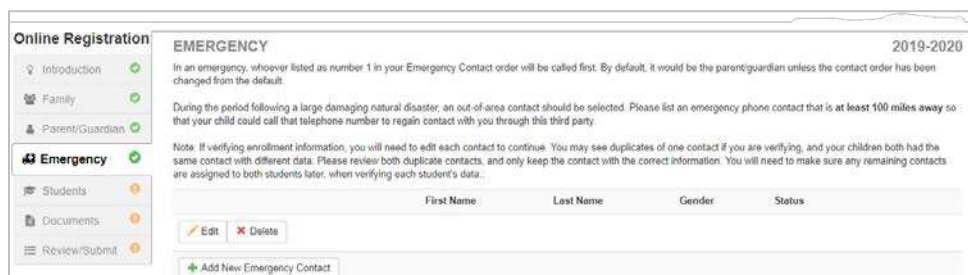


When adding other parent or guardian, you will need to enter their email address manually.

Uncheck the **Parent/ lives at this address** box if incorrect, a Home Address screen will display. Enter the street address for validation.

Click **Save and Continue**.

EMERGENCY



Please add at least two emergency contacts: one local emergency contact in case of emergency and one non-local (residing at least 100 miles away) emergency contact in case a natural disaster (such as an earthquake) occurs during the school day.



Click on **+Add New Emergency Contact** to continue.

➡ DEMOGRAPHICS



Enter the First and Last Name of your emergency contact. Gender is helpful when the school is contacting the emergency contact but not required

Click **Save and Continue**.

➡ CONTACT INFORMATION



Enter home, mobile and work phone numbers for the added Emergency Contact.

Click **Save and Continue**.

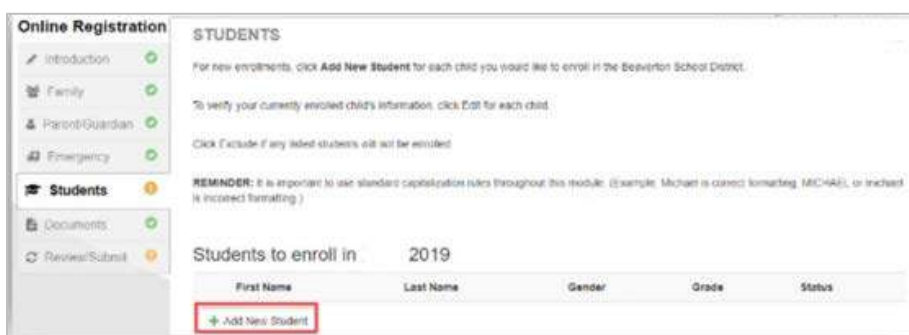
➡ ADD MORE EMERGENCY CONTACT

Click **Add New Emergency Contact** to add an additional contact who you will designate later as the Natural Disaster contact.

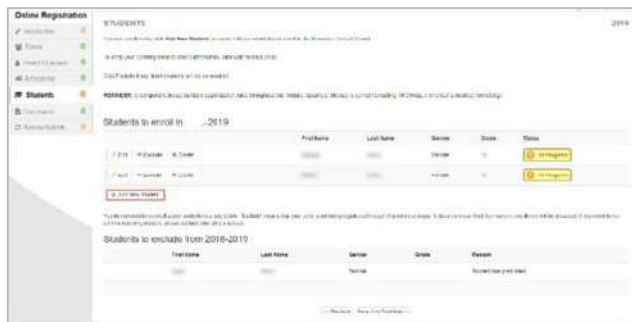
Click **Save and Continue** when done.



STUDENTS

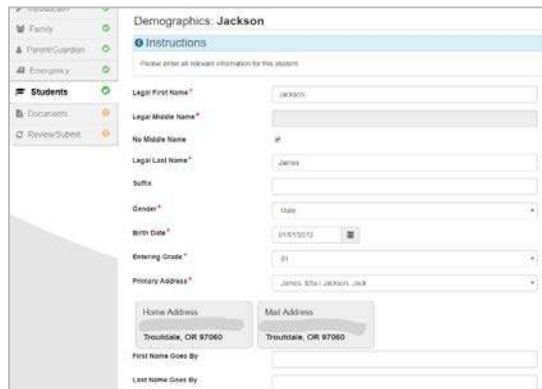


Click **+Add New Student** to enter your child's information, if applicable. You may only add new students to **Reynolds High School, Walt Morey Middle School, Sweetbriar elementary, Troutdale elementary, and Woodland elementary** only.



If you have other children who are currently or were previously enrolled at an RSD school, they will display in the **Students to exclude from** section. You may only add new students to **Reynolds High School, Walt Morey Middle School, Sweetbriar elementary, Troutdale elementary, and Woodland elementary** only.

➡ DEMOGRAPHICS



Enter all required fields (marked with a red asterisk).

The **Middle Name** field is a required field. If your child does not have a middle name, click the **No Middle Name** box.

Primary address selection may have more than one option if there is more than one parental address is associated with the student.

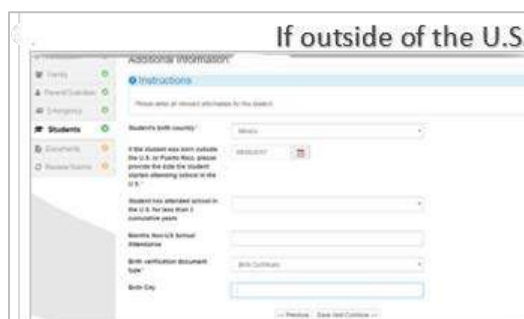
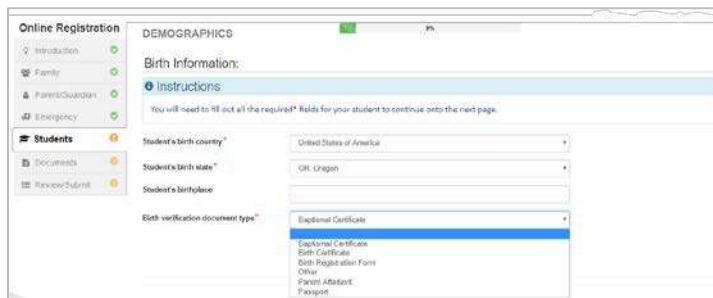
The **First Name Goes By** and/or **Last Name Goes By** fields are optional.

BIRTH INFORMATION

Select your child's birth country, birth state and birth city.

Click on the **Birth Verification document type** drop-down arrow to select the type of document that will be provided via online upload later in the process. You can choose to bring in documents during your visit to the enrolling school before the first day of school.

If your child was born outside the US or Puerto Rico, additional fields will display when the country is selected.

Enter the entry/start date of your child's attendance in US school and indicate whether attendance was for less than 3 years.

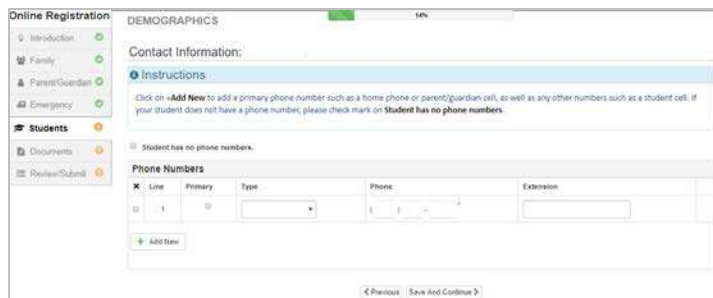
For enrollment verification, this screen is not displayed.

Click **Save and Continue**.

CONTACT INFORMATION

If your child has no phone number, check mark that selection; otherwise, click **Add New** to enter home, mobile and work phone numbers for your child.

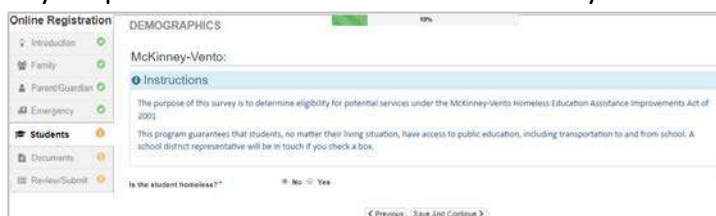
Click **Save and Continue**.



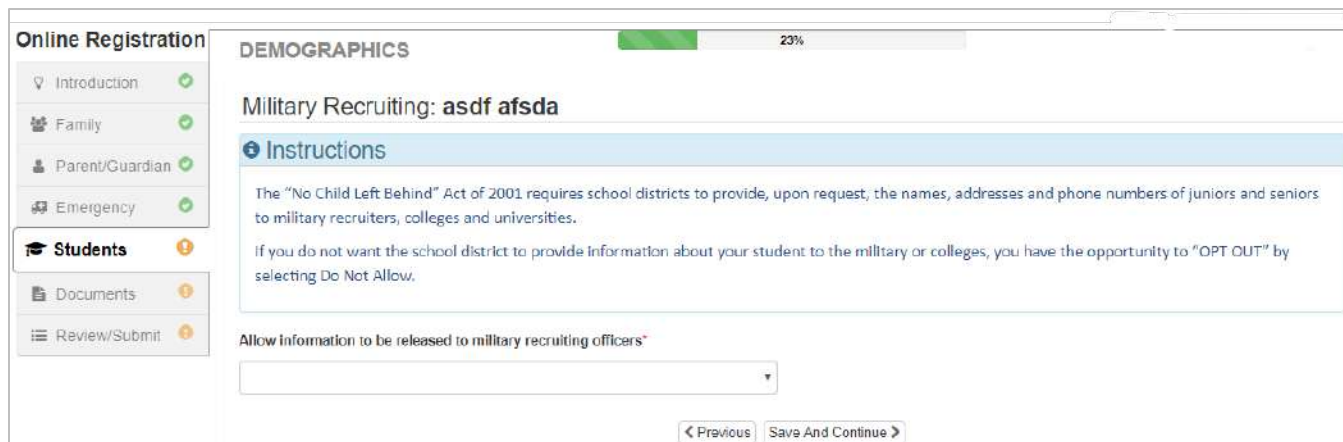
MCKINNEY-VENTO

The purpose of this survey is to determine eligibility for potential services under the McKinney-Vento Homeless Education Assistance Improvements Act of 2001. Please checkmark No or Yes.

Click **Save and Continue**.



➡ MILITARY RECRUITING (FOR HIGH SCHOOL JUNIOR AND SENIOR STUDENTS ONLY)



Online Registration

- Introduction
- Family
- Parent/Guardian
- Emergency
- Students**
- Documents
- Review/Submit

DEMOGRAPHICS 23%

Military Recruiting: asdf afsda

Instructions

The "No Child Left Behind" Act of 2001 requires school districts to provide, upon request, the names, addresses and phone numbers of juniors and seniors to military recruiters, colleges and universities.

If you do not want the school district to provide information about your student to the military or colleges, you have the opportunity to "OPT OUT" by selecting Do Not Allow.

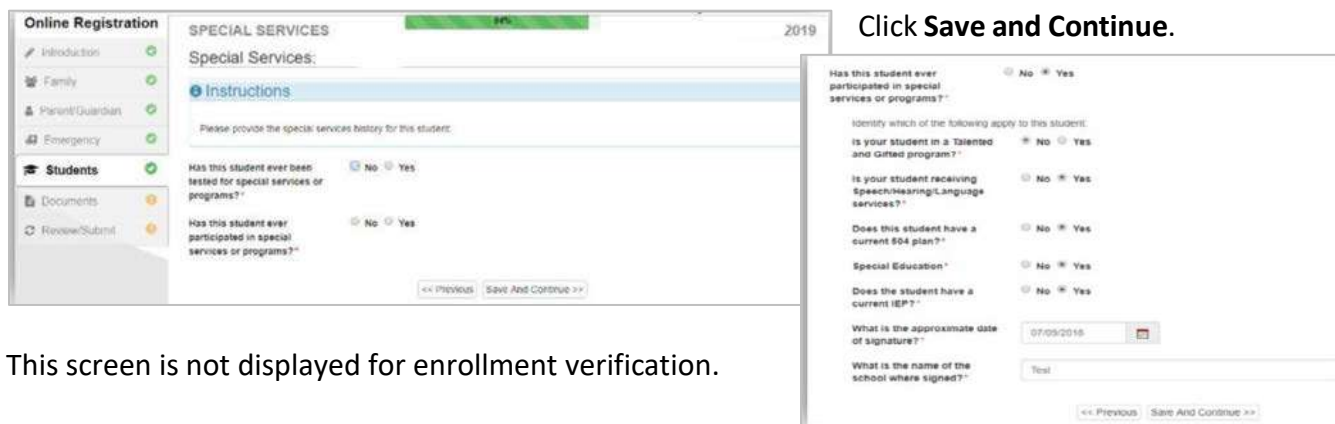
Allow information to be released to military recruiting officers*

[< Previous](#) [Save And Continue >](#)

➡ SPECIAL SERVICES

To help provide your child with beneficial special services, please answer the required questions regarding previous testing and program participations.

Yes selections will expand additional required questions pertaining to Talented and Gifted program, Speech/Hearing/ Language services, and 504 plans.



Online Registration

- Introduction
- Family
- Parent/Guardian
- Emergency
- Students**
- Documents
- Review/Submit

SPECIAL SERVICES 24% 2019

Special Services:

Instructions

Please provide the special services history for this student:

Has this student ever been tested for special services or programs? ☐ No ☐ Yes

Has this student ever participated in special services or programs? ☐ No ☐ Yes

[<< Previous](#) [Save And Continue >>](#)

Click Save and Continue.

Has this student ever participated in special services or programs? ☐ No ☐ Yes

Identify which of the following apply to this student:

Is your student in a talented and gifted program? ☐ No ☐ Yes

Is your student receiving Speech/Hearing/Language services? ☐ No ☐ Yes

Does this student have a current 504 plan? ☐ No ☐ Yes

Special Education ☐ No ☐ Yes

Does the student have a current IEP? ☐ No ☐ Yes

What is the approximate date of signature?

What is the name of the school where signed?

[<< Previous](#) [Save And Continue >>](#)

This screen is not displayed for enrollment verification.

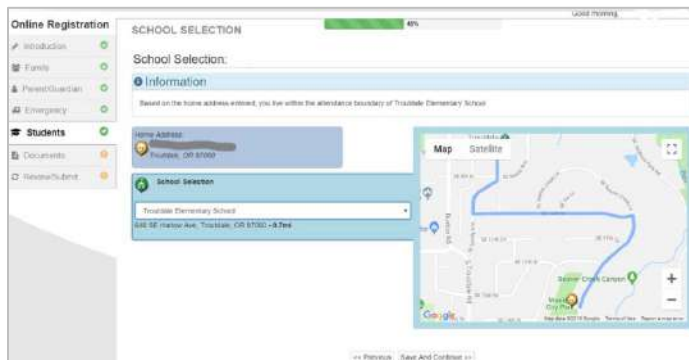
➡ SCHOOL SELECTION

Based on your home address, the name of your child's attendance boundary school will display when you click on the drop-down arrow in the School Selection field.

Once the school is selected, the school's address along with the route from your home address to your child's school will display.

For enrollment verification, this screen will only display the student's enrolled school.

Click **Save and Continue**.



Online Registration

- Introduction
- Family
- Parent/Guardian
- Emergency
- Students**
- Documents
- Review/Submit

SCHOOL SELECTION 4%

School Selection:

Information

Based on the home address entered, you live within the attendance boundary of Trussdale Elementary School

Home Address

School Selection

Trussdale Elementary School
400 SE Marion Ave, Trussdale, OR 97130 • 4.7mi

[<< Previous](#) [Save And Continue >>](#)

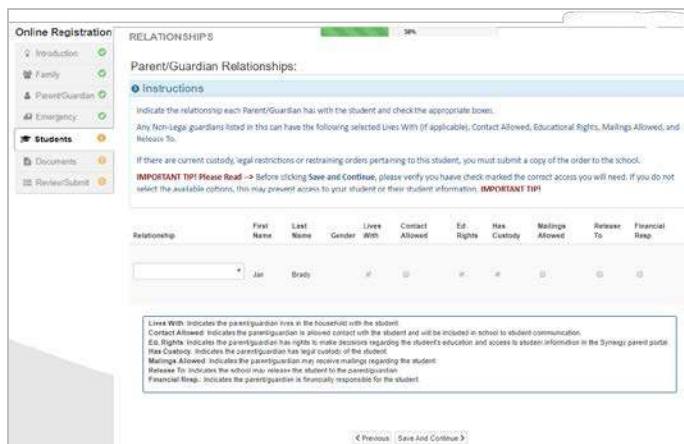
PARENT/GUARDIAN RELATIONSHIPS

Indicate the relationship of the parent(s)/guardian(s) that were added in the Parent/Guardian section.

For each parent/guardian, check the applicable rights to your child. Refer to the brief descriptions at the bottom of the screen for further clarification.

Note: Special custody and legal restrictions require a copy of the legal documentation to be provided to the school.

Click **Save and Continue**.



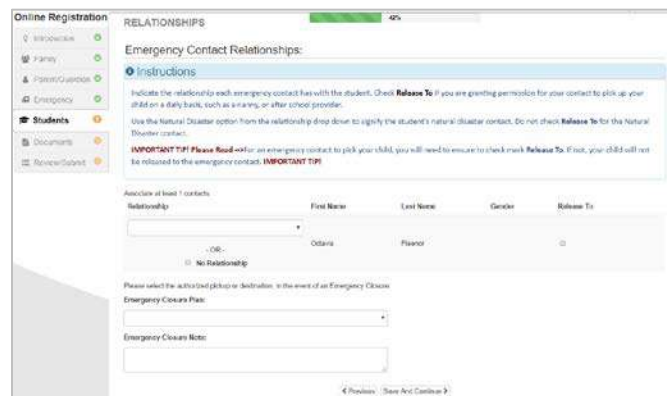
The screenshot shows the 'RELATIONSHIPS' section of the online registration system. It includes instructions for indicating the relationship of each parent/guardian with the student. A table is provided for entering relationship information:

Relationship	First Name	Last Name	Gender	Live With	Contact Allowed	Ed Rights	Has Custody	Mailings Allowed	Release To	Financial Resp.
	Jan	Brady	M	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Below the table, there are definitions for the checkboxes: Live With, Contact Allowed, Ed Rights, Has Custody, Mailings Allowed, Release To, and Financial Resp. At the bottom, there are 'Previous' and 'Save And Continue' buttons.

EMERGENCY CONTACT RELATIONSHIPS

For each Emergency Contact, indicate the relationship to your child. You may need to uncheck the No Relationship box and select the applicable relationship if duplicate emergency contact info has been edited.



The screenshot shows the 'RELATIONSHIPS' section of the online registration system, specifically for Emergency Contact Relationships. It includes instructions for indicating the relationship of each emergency contact with the student. A table is provided for entering relationship information:

Relationship	First Name	Last Name	Gender	Release To
	Odessa	Plummer		<input checked="" type="checkbox"/>

Below the table, there are definitions for the 'Release To' checkbox. At the bottom, there are 'Previous' and 'Save And Continue' buttons.

Check the **Release To** box if you allow the school to release your child to the specified Emergency Contact on a re-occurring basis for non-emergency situations. This is often used for listed day care providers.

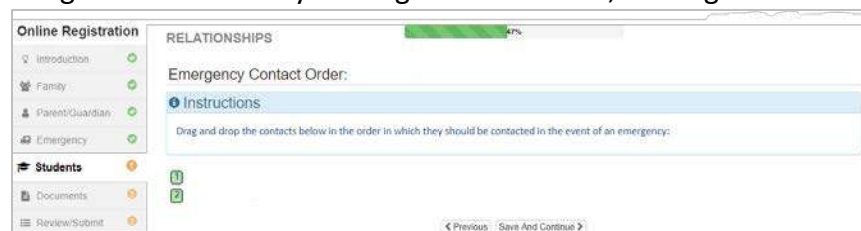
Click **Save and Continue**.

EMERGENCY CONTACT ORDER

In instances when the school is unable to contact you or other parent/guardian(s) during an emergency, the school will call your Emergency Contacts.

Assign the call order by clicking on the contact, holding down the mouse and dragging to the desired call sequence. It's recommended that your Emergency Contact for Natural Disasters be ordered last.

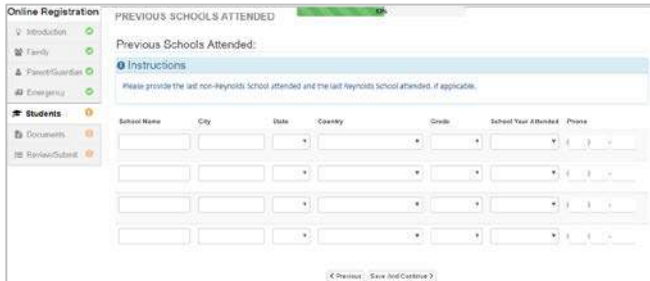
Click **Save and Continue**.



The screenshot shows the 'RELATIONSHIPS' section of the online registration system, specifically for Emergency Contact Order. It includes instructions for indicating the order in which emergency contacts should be contacted in the event of an emergency. A list of contacts is shown with drag handles (circles with numbers) next to them, indicating they can be reordered. At the bottom, there are 'Previous' and 'Save And Continue' buttons.

PREVIOUS SCHOOLS ATTENDED

To provide a background on your child's academic history, enter the name of the last school your child attended along with city/state, last grade attended and school contact number.

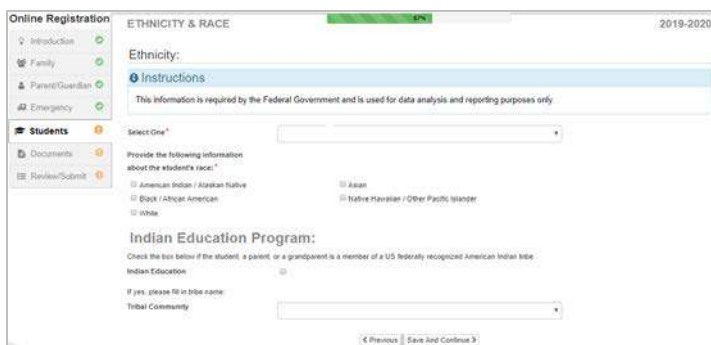


For enrollment verification, this screen is not displayed.

Click **Save and Continue**.

ETHNICITY & RACE

Select the applicable ethnicity (Non-Hispanic or Hispanic) and race for your child.



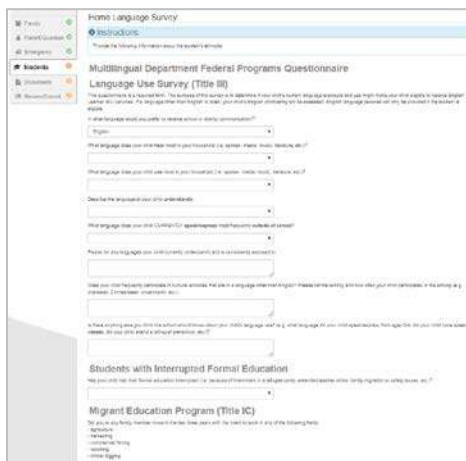
If applicable, please select the appropriate Tribal Community by clicking on the drop-down arrow.

For enrollment verification, this screen is not displayed.

Click **Save and Continue**.

HOME LANGUAGE USE SURVEY

Enter your child's first language and the language spoken at home. Any language other than English will determine a review of your child's English proficiency.



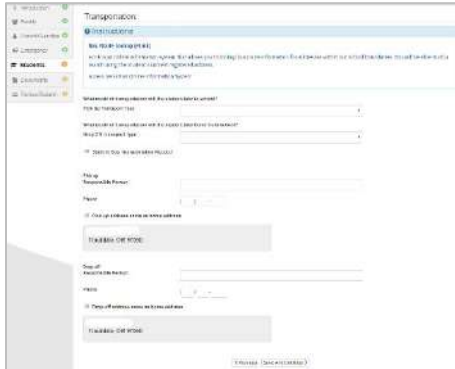
For enrollment verification, this screen is not displayed.

To see if your family qualifies for Migrant Education Program if you or any family member moved in the last three years with the intent to work, please review and answer the question.

Click **Save and Continue**.

TRANSPORTATION

To relay your transportation preference, click on the dropdown arrow next to **Student Bus Transportation Needed**.



If your student will take the bus, please annotate **the student will take the bus** for mode of transportation.

To see your student's bus route, please go to [eLink](https://versatrans.reynolds.k12.or.us:8080/search.aspx) - <https://versatrans.reynolds.k12.or.us:8080/search.aspx>

Click **Save and Continue**.

HEALTH INFO

Enter your child's physician and dentist information along with medical/dental insurance policy numbers. Click **Save and Continue**.



HEALTH CONDITIONS

The Reynold's School District has nurses who oversee the schools.

Click **Add New Condition** to inform the school and school nurse of your child's health conditions and indicate whether it's a life-threatening condition.

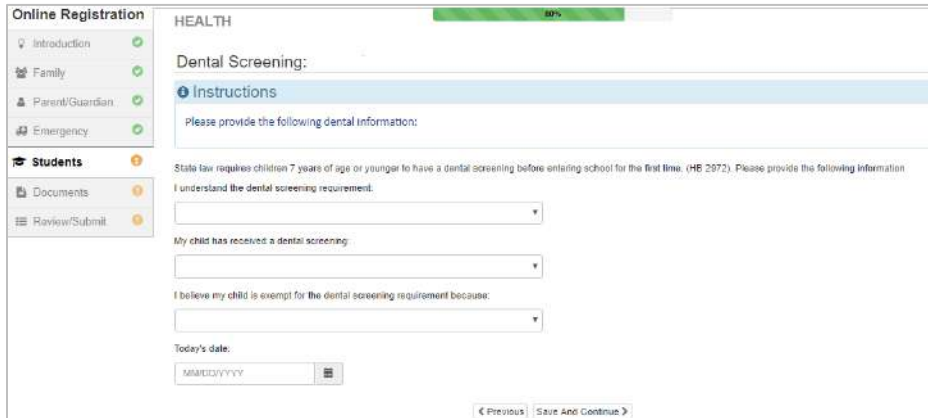
If none, check **Student has no health conditions** and click **Save and Continue**.



DENTAL SCREENING *(For Children under 7 years old)*

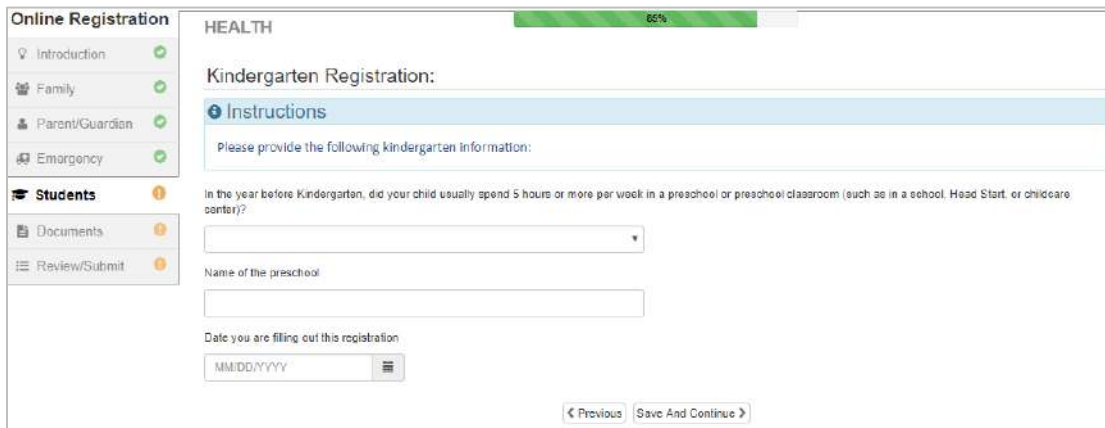
This screen will display if you have children under 7 years old. Please fill out the survey.

Click **Save and Continue**.



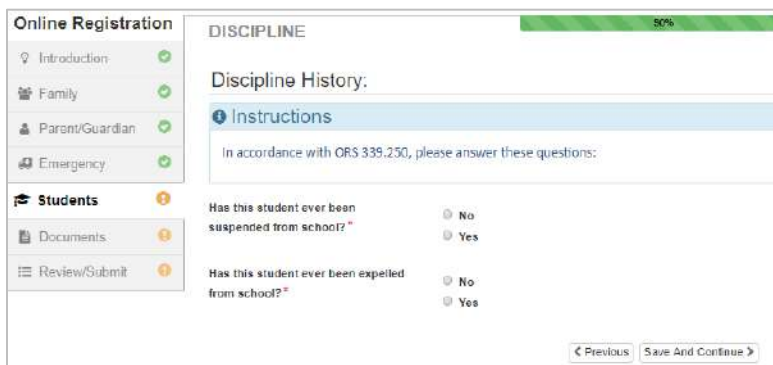
KINDERGARTEN REGISTRATION *(Kinders only)*

To better assist your kindergarten student needs, please provide if your child spent 5 hours or more per week in a preschool. Click **Save and Continue**.



DISCIPLINE HISTORY

Annotate if your student has had any disciplinary action. Click **Save and Continue**.



ANNUAL REVIEW

Please review the annual information/permissions and authorizations prior to completing your document uploads (if applicable).

ANNUAL INFORMATION/PERMISSIONS & AUTHORIZATIONS
Electronic Communication (Internet and email) Students will be granted internet access and email accounts. The student's use of the internet is subject to the Technology/Electronic Communications regulation, which is outlined in the Parents and Student Rights and Responsibilities Handbook as well as the board policy JDSGA-Electronic Communications System . Violation of these provisions will result in discipline up to and including expulsion from school and/or suspension or revocation of system access and related privileges and/or referral to law enforcement officials. Furthermore, parent/guardians are responsible to monitor student's use of the internet access and email accounts and accept responsibility for supervision in that regard if and when their student's use is not in a school setting. Within 30 days of enrollment, a parent may request, in writing to the school, that their student not receive access to these services.
Photo and Information If you NOT want your child's photo or information used in News Media, School Yearbook, School Web Page, and/or Student Directory. You may request, in writing to the school, that their student should not have their photo and information be not made public for any of the mediums listed.
Non Discrimination Notice Reynolds School District recognizes the diversity and worth of all individuals and groups in our society. It is the policy of the Reynolds School Board of Education that all educational programs, activities and employment will be free of discrimination or harassment on the grounds of race, color, religion, gender, gender identity, sexual orientation, national origin, disability, parental or marital status, or age.
Directory Information The information on this form may be used by the District to meet its duty to monitor and enforce school attendance. The following information is designated as "Directory Information" which schools may release for school purposes without parent consent: student's name, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous school attended. Within 30 days of enrollment, a parent may request, in writing to the school, that directory information not be released while the student is enrolled.
Student Records Annual Parent Notification for Family Education Rights and Privacy Act. Parent Rights: 1. May inspect and review the student's education records. 2. May request an amendment to correct inaccuracies or misleading information. 3. May consent to disclosure of record information except where the law allows disclosure without parental consent. 4. May file a complaint with the US Department of Education concerning District failure to comply with the requirements of this Act. 5. May obtain a copy of the District's policy on Student Records from the School. (Reynolds Board Policy JDSGBAB - Education Records/Records of Students with Disabilities can be found on the District website.)
Transferring/Retention of Records - Grades K-12 Transferring Records - Student records will be transferred within 10 days of receipt of a request and notice of enrollment in a new school. Retention of Records - Student records will be retained the minimum time set by the State of Oregon. The District will retain speech pathology and physical therapy records until the student reaches age 21 or five years after last session, whichever is longer. The District will retain all other special education records for a minimum of five years after the school year in which the records were created. The District may destroy these records after these periods of time unless the parent or adult student requests those records.

POLICIES

Online Registration	POLICIES
Introduction <input checked="" type="checkbox"/> Family <input checked="" type="checkbox"/> Parent/Guardian <input checked="" type="checkbox"/> Emergency <input checked="" type="checkbox"/> Students <input checked="" type="checkbox"/> Documents <input checked="" type="checkbox"/> Review/Submit <input checked="" type="checkbox"/>	<div>100%</div> <p>Policies:</p> <p>You must check and agree to the following policies:</p> <div> <input checked="" type="checkbox"/> Provides information on the Student and Parent Information [View] </div> <div> < Previous Save And Continue > </div>

DOCUMENT UPLOADS

Upload required documents by selecting document type, clicking on **Choose File** to browse for the file on your computer and click **Upload**.

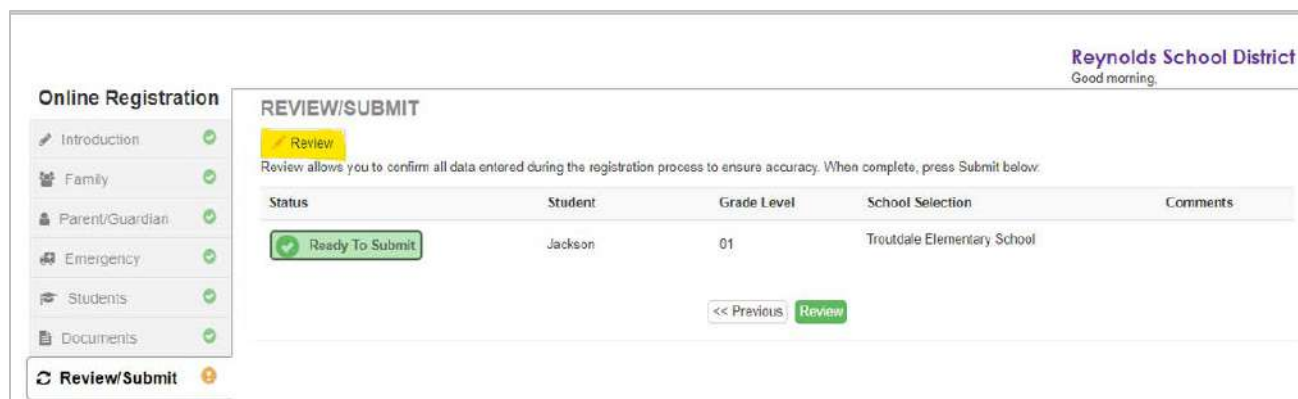
You can capture documents by taking a picture of the paperwork with your smartphone/tablet and email the image file to yourself. There are also several no-cost PDF Scanner apps available through the [Apple App Store](#) and [Google Play Store](#).

You may also choose to bring the hard copy to the school instead.

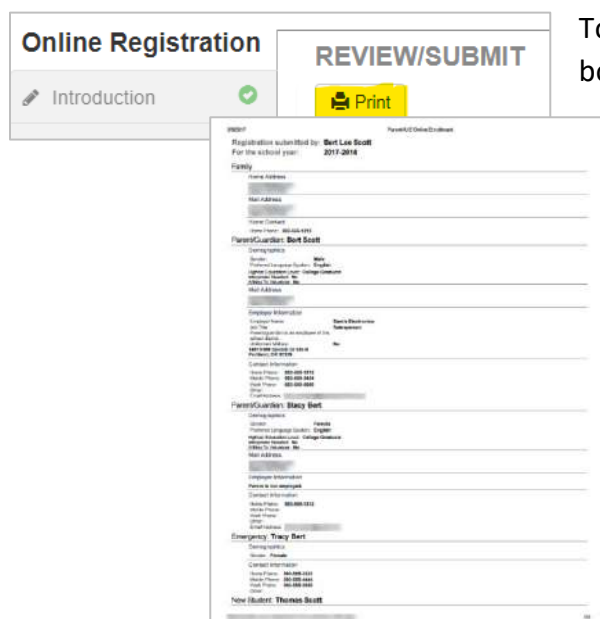
Upload with ParentVue
<p>Family</p> <p>Primary Contact Address Verification</p> <p>1. Mail address a hard copy to the school before uploading it.</p> <p>Documents True <input checked="" type="checkbox"/></p> <p>Upload Documents <input type="button" value="Upload"/></p> <p>Students</p> <p>1. Mail address a hard copy to the school before uploading it.</p> <p>Documents True <input checked="" type="checkbox"/></p> <p>Upload Documents <input type="button" value="Upload"/></p> <p>State Verification</p> <p>1. Mail address a hard copy to the school before uploading it.</p> <p>Documents True <input checked="" type="checkbox"/></p> <p>Upload Documents <input type="button" value="Upload"/></p>

REVIEW/SUBMIT

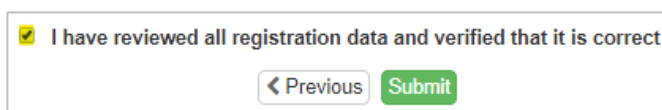
Before submitting your child's enrollment, click **Review** to review the entered information. You can make any changes by clicking on the applicable content area (e.g. **Parent/Guardian, Students**, etc.). Once submitted, you will need to contact the school to make any changes to your child's enrollment information.



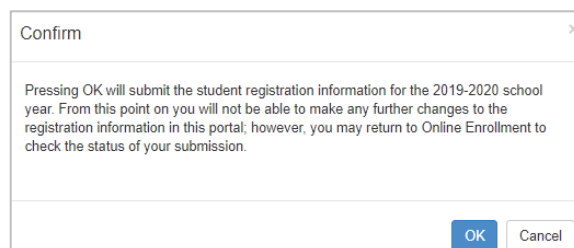
You can print the information by clicking on the **Print** icon in the top left-hand corner.



To submit the online registration, scroll down to the bottom of the page. Checkmark **I have reviewed all registration data and verified that it is correct**. Click **Submit**.



A confirmation screen will display. Click **OK**.



The last screen will display a message of the successful submission of your online registration.



➡ STATUS OF ENROLLMENT



You can click on **Status** to view the status of your submission.

Once your child's enrollment has been accepted, please schedule a time to visit the school before your child's first day of school to bring in any documents which were not uploaded in the online registration process.

Online Registration

2018-2019

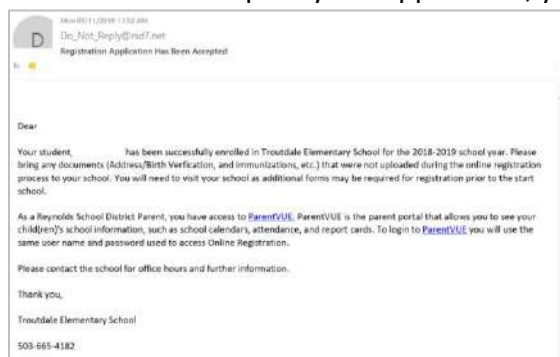
Review Submitted: 5/13/2019 11:24 AM

Status	Last Name	First Name	Grade	School Name	Comments
 Pending	Jackson		01	 Troutdale Elementary School	

You may also need to complete additional school-specific forms. In addition, your child will receive class assignments and other information to ensure a smooth start.

➡ STATUS EMAIL

You will receive an email confirming the submission of your application. Once the school has reviewed and accepted your application, you will receive a message of acceptance. If the school needs some more information or is unable to process your registration, you will receive an email notification.



Please make sure your junk and spam folders do not have any emails from no_reply@rsd7.net

PARENTVUE

➡ ParentVUE

Once your child has been accepted into the current school year, you can access the parent portal, ParentVUE, to view your child's enrollment, attendance, class, and grading information. (Your child can view the same information through the student portal, StudentVUE.)

If your child is enrolled in the next school year, you can view this ParentVUE information upon the start of that school year.

Click on **I am a parent >>**

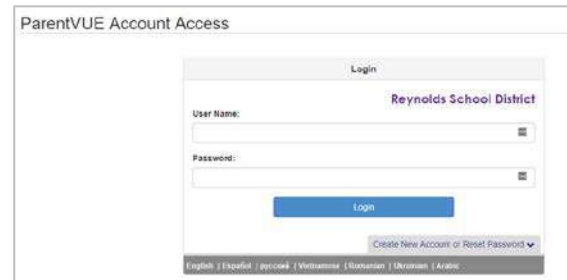


➡ PARENTVUE LOGIN

Use the same User ID and password you created for Online Registration to log in to ParentVUE.

If you forgot your login information, click on **Forgot your password? Click here** to reset your password.

Enter the email address on file receive the change password email.

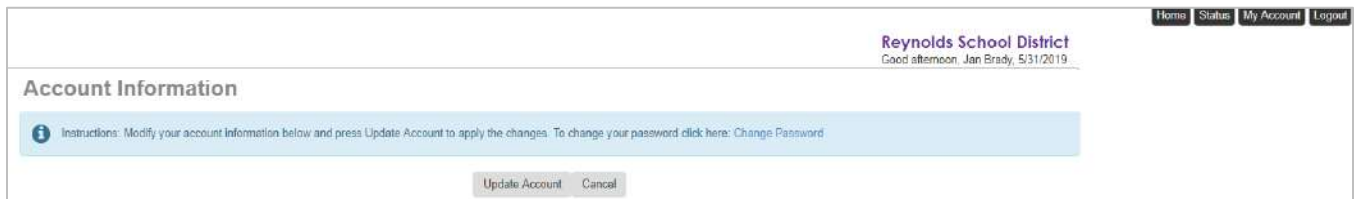


The screenshot shows the 'ParentVUE Account Access' login page. It features a 'Login' button and a 'Create New Account or Reset Password' link. The page is for Reynolds School District and includes fields for 'User Name' and 'Password'.

➡ MY ACCOUNT TAB

The **My Account** tab displays your Account Access History.

To change your ParentVUE password, click on the Change Password link. Enter the **Current Password**. Then enter the **New Password**.



The screenshot shows the 'My Account' tab in ParentVUE. It displays 'Account Information' and a link to 'Change Password'. The page is for Reynolds School District and includes a 'Good afternoon, Jan Brady, 5/31/2019' message.

Enter the new password again to **Confirm New Password**.



The screenshot shows the 'Change Password' form. It includes fields for 'Current Password', 'New Password', and 'Confirm New Password'. There are 'Change Password' and 'Cancel' buttons.

CONTACT

Thank you for enrolling your child through Online Registration.

Please contact the enrolling [school](#) if you need any assistance with your child's online enrollment.