

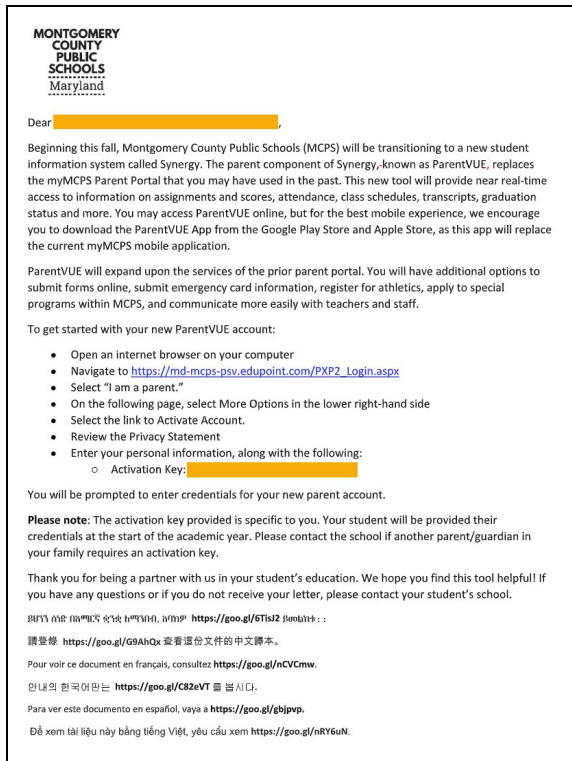
How to activate and use your ParentVUE account

This guide is for parents/guardians of MCPS students. Click the topic below to learn more.

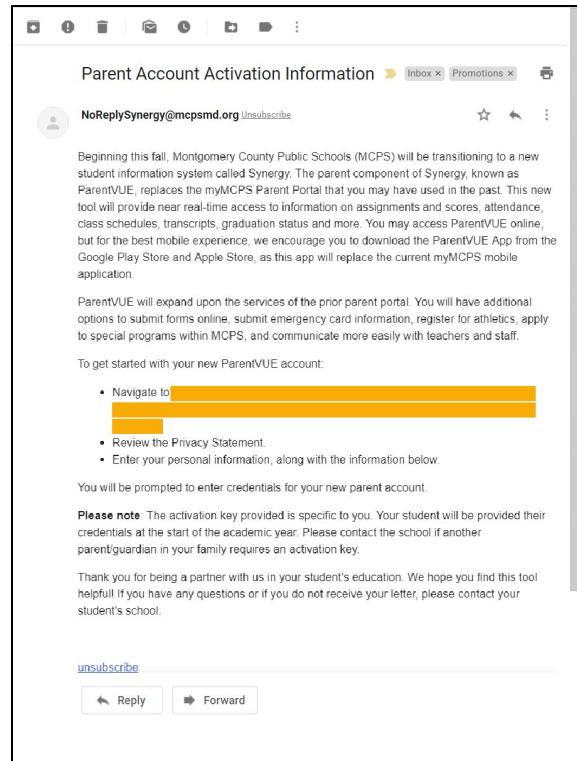
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How do I activate my ParentVUE account for the first time?

As a result of our transition to the Synergy Student Information System, the previous myMCPS Parent Portal has been replaced with a new parent portal application called **ParentVUE**. To access ParentVUE, parents will need to activate a new parent portal account. In order to activate your account, MCPS parents will receive an account activation letter that includes a unique Activation Key or URL necessary for setting up a ParentVUE account. If you are a new parent who has never enrolled a student in MCPS before, you will need to contact the school directly before receiving a ParentVUE account.


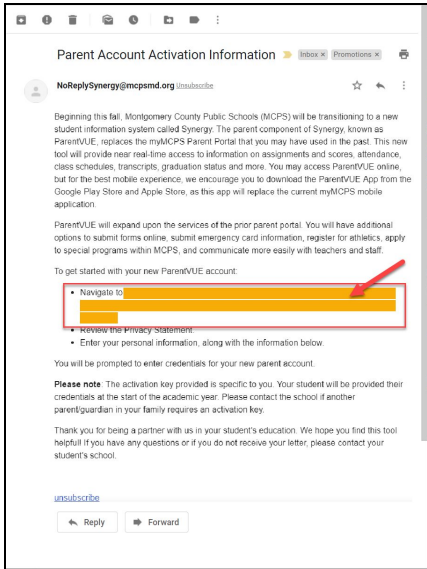


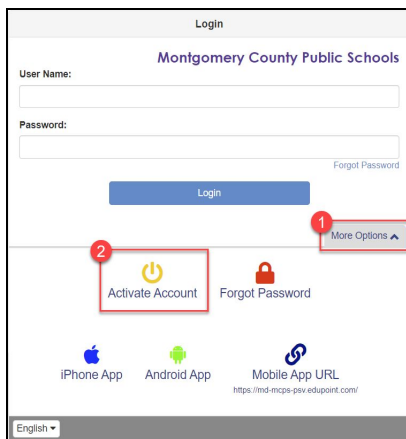
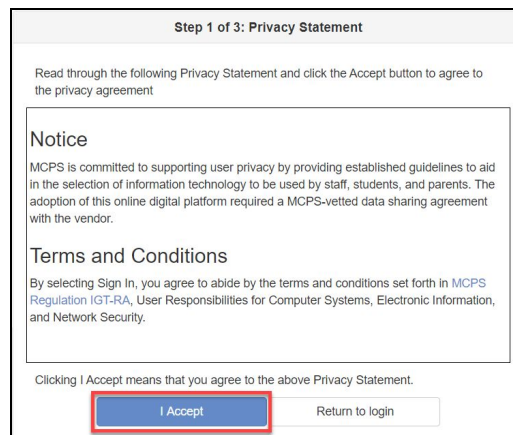
Sample Activation Letter



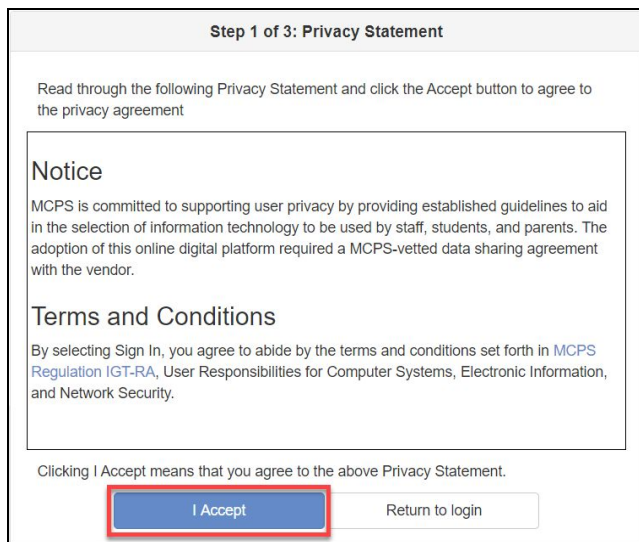
Sample Activation Email

PLEASE NOTE: The directions for activating your account with a letter that was mailed to your home address and the activation letter sent via email are slightly different. Emailed activation letters contain a unique URL that automatically connects the existing parent record information and therefore does not require you to enter your name and activation key. Please review the directions below for the directions that are specific to activating your account if you have received the account activation mailer or an activation email.

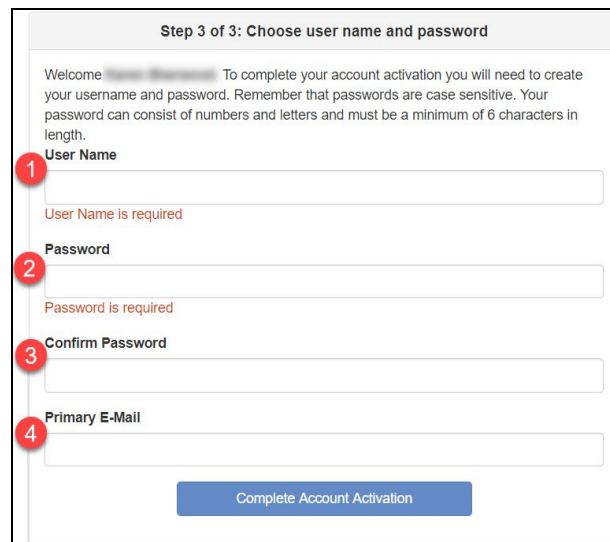
Mailer Activation Directions	Email Activation Directions
<p>Step 1: Navigate to md-mcps-psv.edupoint.com and select "I am a parent"</p> 	<p>Step 1: Click on the unique link provided in the email. Please note: The activation link provided is specific to you and includes the activation key necessary for activating your account.</p> 
<p>Step 2: In the lower right hand corner of the login page, click "More Options" and then select "Activate Account"</p>	<p>Step 2: Review the Privacy Statement and click "I Accept"</p>

Step 3:
Review the **Privacy Statement** and click **“I Accept”**



Step 3:
Enter a **User Name, Password, and Primary E-Mail** and click **“Complete Account Activation”**



Step 4:
Enter your **First Name, Last Name** and the **Activation Key** exactly as they appear in your account activation letter, then click **“Continue to Step 3”**

You are now in **ParentVUE!**

Step 2 of 3: Sign In with Activation Key

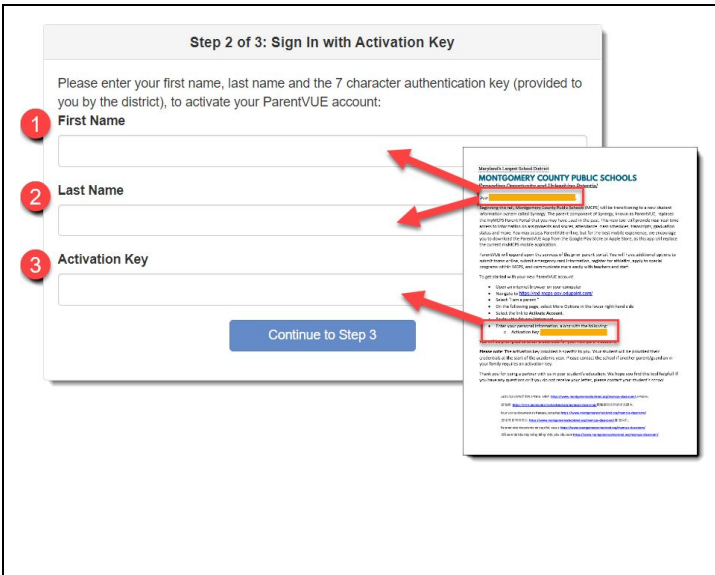
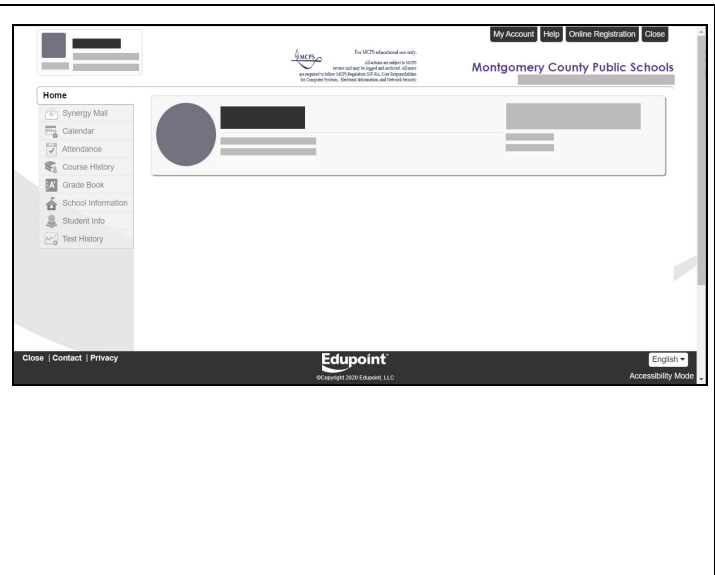
Please enter your first name, last name and the 7 character authentication key (provided to you by the district), to activate your ParentVUE account:

1 **First Name**

2 **Last Name**

3 **Activation Key**

[Continue to Step 3](#)

Step 5:
Enter a **User Name, Password, and Primary E-Mail** and click **“Complete Account Activation”**

Step 3 of 3: Choose user name and password

Welcome [Name] To complete your account activation you will need to create your username and password. Remember that passwords are case sensitive. Your password can consist of numbers and letters and must be a minimum of 6 characters in length.

1 **User Name**

User Name is required

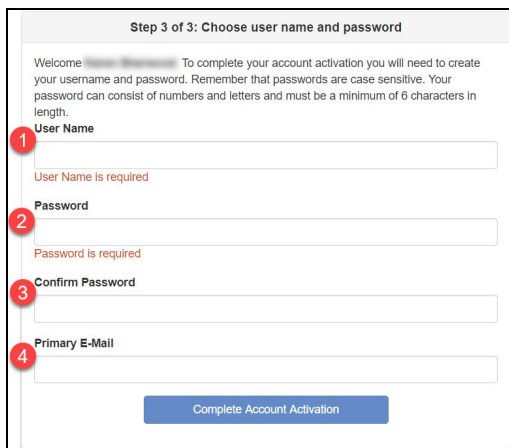
2 **Password**

Password is required

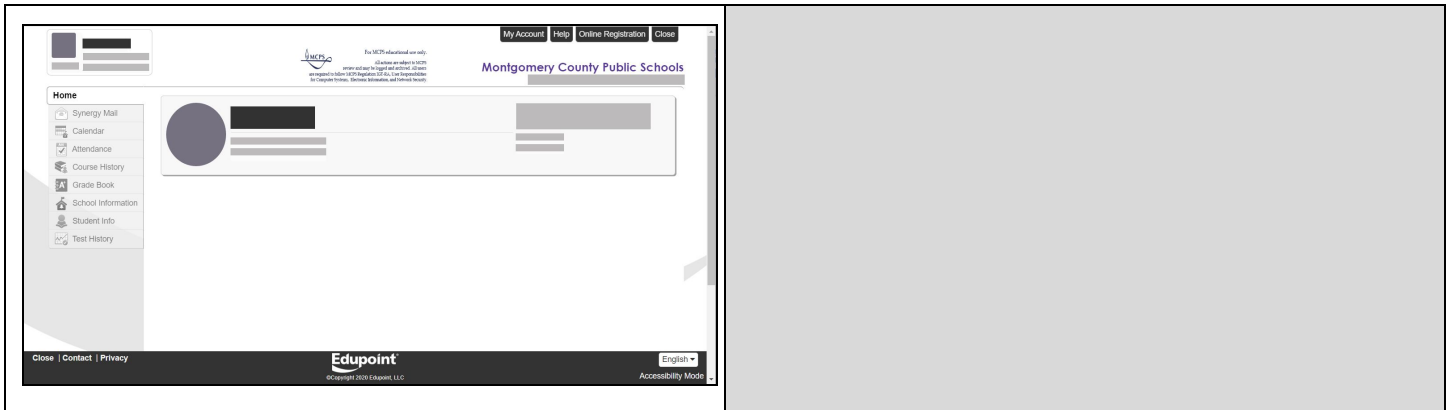
3 **Confirm Password**

4 **Primary E-Mail**

[Complete Account Activation](#)



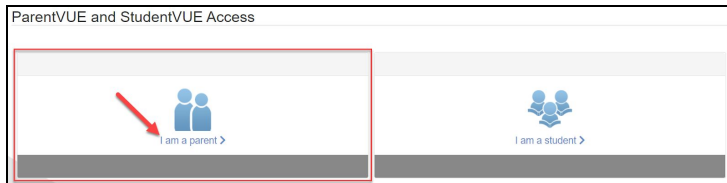
You are now in **ParentVUE!**



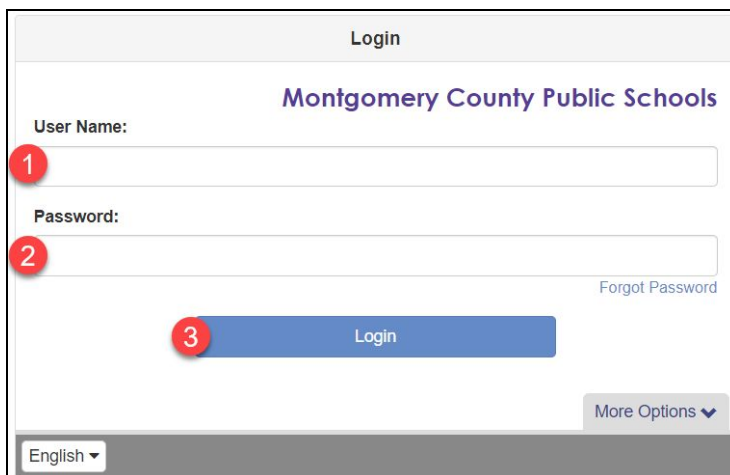
How do I access ParentVUE after activating my account?

To access ParentVUE again after you have activated your account:

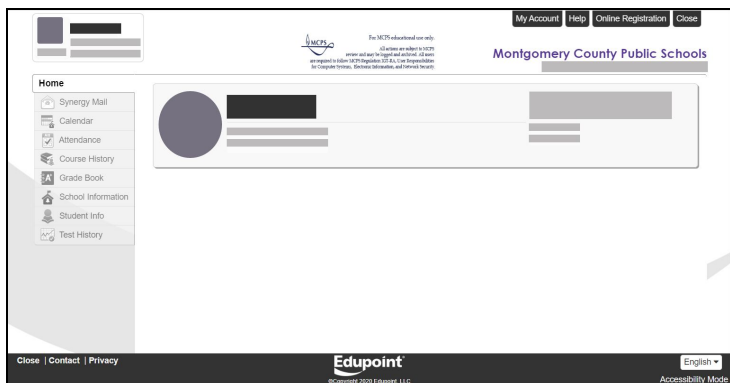
1. Navigate to https://md-mcps-psv.edupoint.com/PXP2_Login.aspx
2. If prompted, select “I am a parent”



3. Enter the **User Name** and **Password** you created during the account activation process



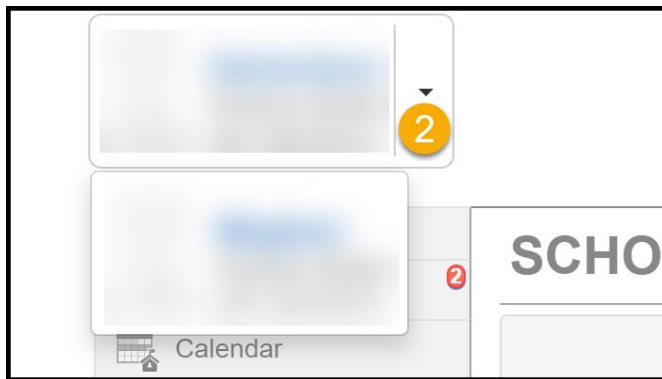
4. You are now in **ParentVUE**



How do I switch student views?

If you have more than one student in MCPS schools, follow the steps below to switch student views:

1. Navigate to the ParentVUE web application and log in.
2. At the top left of the ParentVUE screen, click on the drop down arrow next to the student name and select another student.

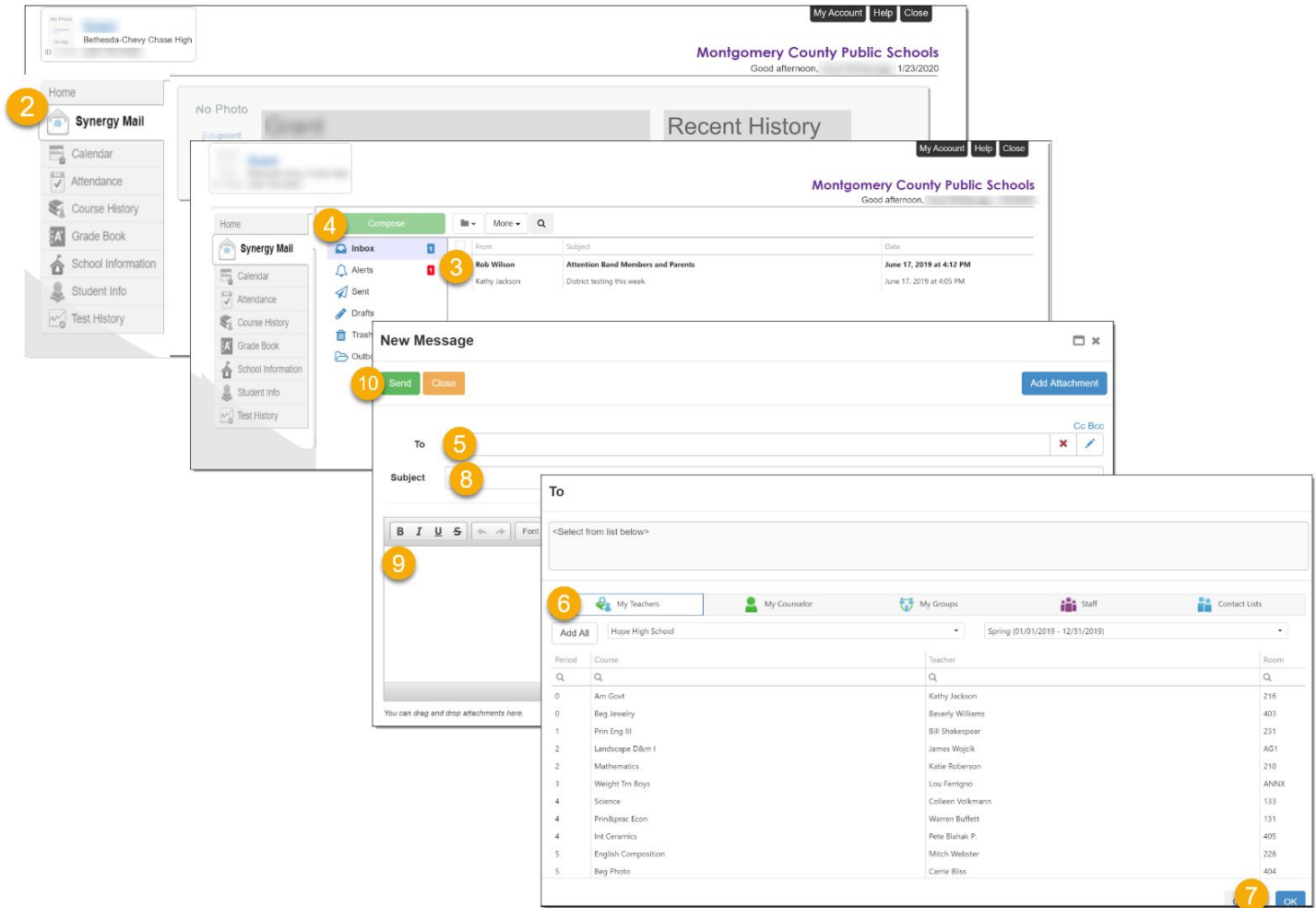


What information can I access in ParentVUE?

Synergy Mail: How do I send a message to a teacher?

Follow the steps below:

1. Navigate to the ParentVUE web application and log in.
2. Click on **Synergy Mail** in the left-side menu.
3. View the mail in your Inbox.
4. To compose a new email, click the green **Compose** button.
5. Click the **To** field.
6. Select your teacher, counselor, or a staff member.
7. Click **OK**.
8. Type a Subject for your email.
9. Type an email message.
10. Click **Send**.



The screenshot shows the Synergy Mail interface with several numbered callouts:

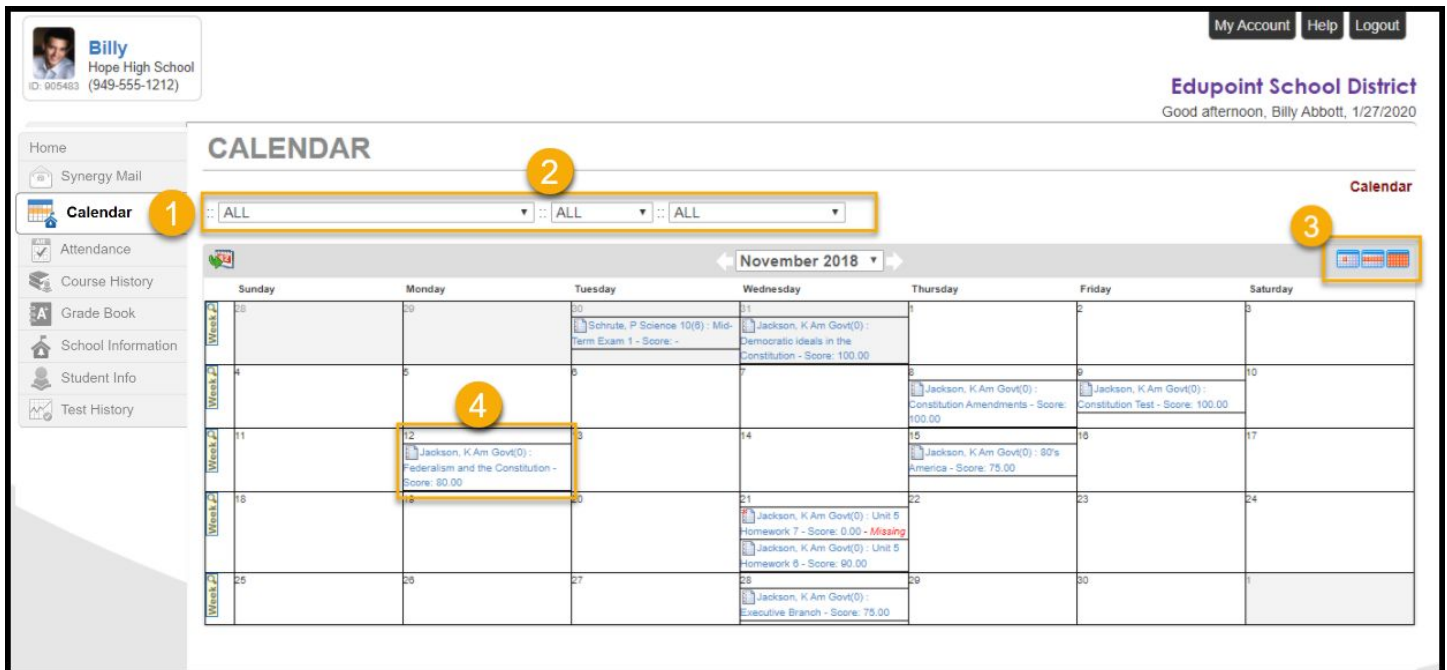
- 2**: Points to the left-hand navigation menu.
- 3**: Points to the 'Compose' button in the top right of the mail view.
- 4**: Points to the 'Inbox' tab in the left-hand menu.
- 5**: Points to the 'To' field in the 'New Message' window.
- 6**: Points to the 'My Teachers' selection button in the recipient list.
- 7**: Points to the 'OK' button at the bottom right of the recipient list.
- 8**: Points to the 'Subject' field in the 'New Message' window.
- 9**: Points to the rich text editor toolbar in the 'New Message' window.
- 10**: Points to the 'Send' button in the 'New Message' window.

Calendar: How do you check assignments and due dates?

The Calendar can be used to view assignments and events from your child's school and teachers.

Follow the steps below:

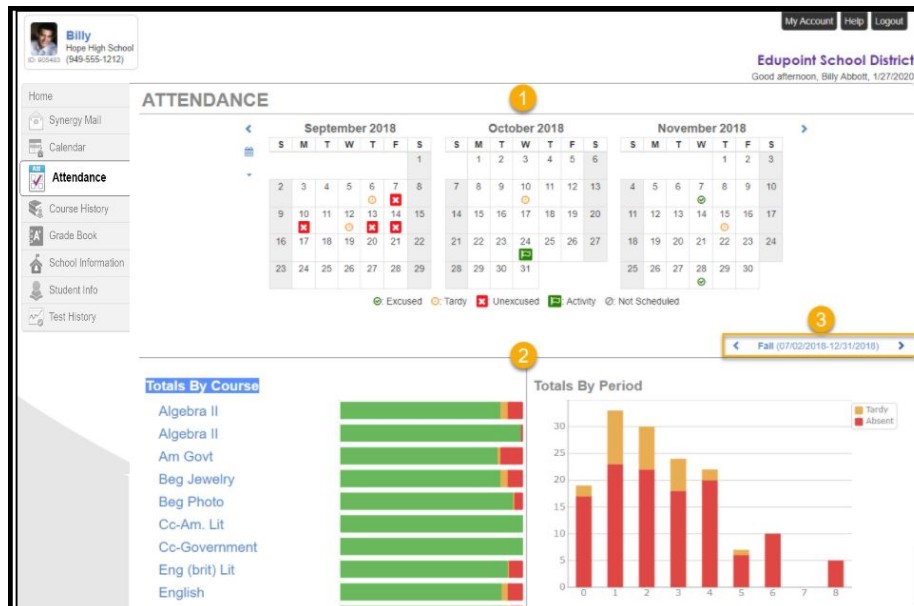
1. Click on **Calendar** in the left-side menu.
2. Sort assignments/events by teacher, type, and/or status.



The screenshot shows the ParentVUE interface for a student named Billy at Hope High School. The main section is titled "CALENDAR" and displays a monthly calendar for November 2018. The interface includes a user profile in the top left, navigation links on the left, and account options in the top right. Numbered callouts highlight specific features: 1 points to the "Calendar" link in the left sidebar; 2 points to the filter dropdown menu at the top of the calendar; 3 points to the calendar view toggle icons (day, week, month) in the top right; and 4 points to a specific assignment entry for "Jackson, K Am Gov(0) : Federalism and the Constitution" on Monday, November 12th.

3. Change your calendar view to see events by day, week, or month.
4. Click on an assignment for more details about the assignment, score, and resources.

Attendance: How do I view attendance details?



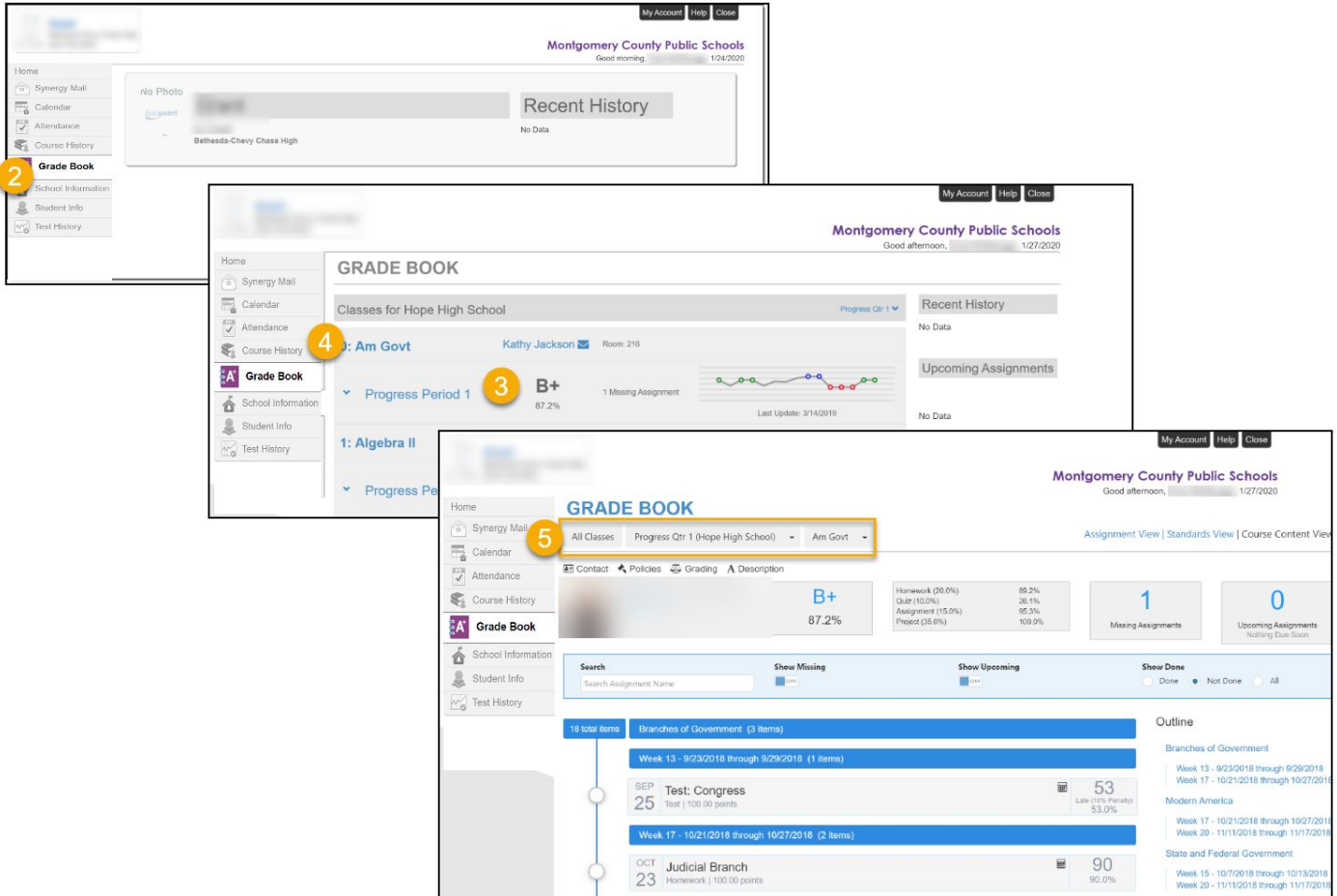
Attendance details can be viewed in three key areas:

1. Monthly views include icons to indicate days marked absent, tardy, or in an activity.
2. Totals can be seen in graph form by course and or period
3. You can change term dates for attendance graphs

Grade Book: How do I check my current grades?

Follow the steps below:

1. Navigate to the ParentVUE web application and log in.
2. Click on **Grade Book** in the left-side menu.
3. Review the overall grades in each of your classes.
4. Click on the class title to see the assignment details for a particular class.
5. You can switch classes and quarters by using the drop down menus.




The screenshots illustrate the following steps to access the Grade Book:


2. Click on **Grade Book** in the left-side menu.
3. Click on the class name **Am Govt**.
4. Click on the current grade **B+**.
5. Click on the dropdown menu for **All Classes**.

School Information: How can I contact school staff?

Follow the steps below:

1. Navigate to the ParentVUE web application and log in.
2. Click on **School Information** in the left-side menu.
3. Phone, address, and website information can be found under the school information section.
4. Teacher contact/email information can be found under the school contact list.





For MCPS educational use only.
All actions are subject to MCPS review and may be logged and archived. All users are required to follow MCPS Regulation IGT-RA, User Responsibilities for Computer Systems, Electronic Information, and Network Security.

My Account Help Online Registration Close

Montgomery County Public Schools
 Good afternoon!

Home

Synergy Mail

Calendar

Attendance

Course History

Grade Book

2 School Information

Student Info

Test History

SCHOOL INFORMATION

3 School Information

Principal	School Name Bethesda-Chevy Chase High	Address 4301 East-West Hwy Bethesda, MD 20814-4420
Phone 240-740-0400	Fax	Website URL https://www.montgomeryschoolsmd.org/schools/bcchs/

4 School Staff Contact List

Staff Name	Job Title	Phone	Extension
Q	Q		
	Teacher, High		
	Principal Asst High		
	Teacher, High		
	Teacher, High		
	Teacher, Esol		
	Teacher, High		
	Media Specialist		
	Teacher, High		
	School Sec I 10 Mo		
	Teacher, High		
	Teacher, High		
	Teacher, Esol		
	Teacher, Resource		

Student Information: How do I see student information?

Follow the steps below:

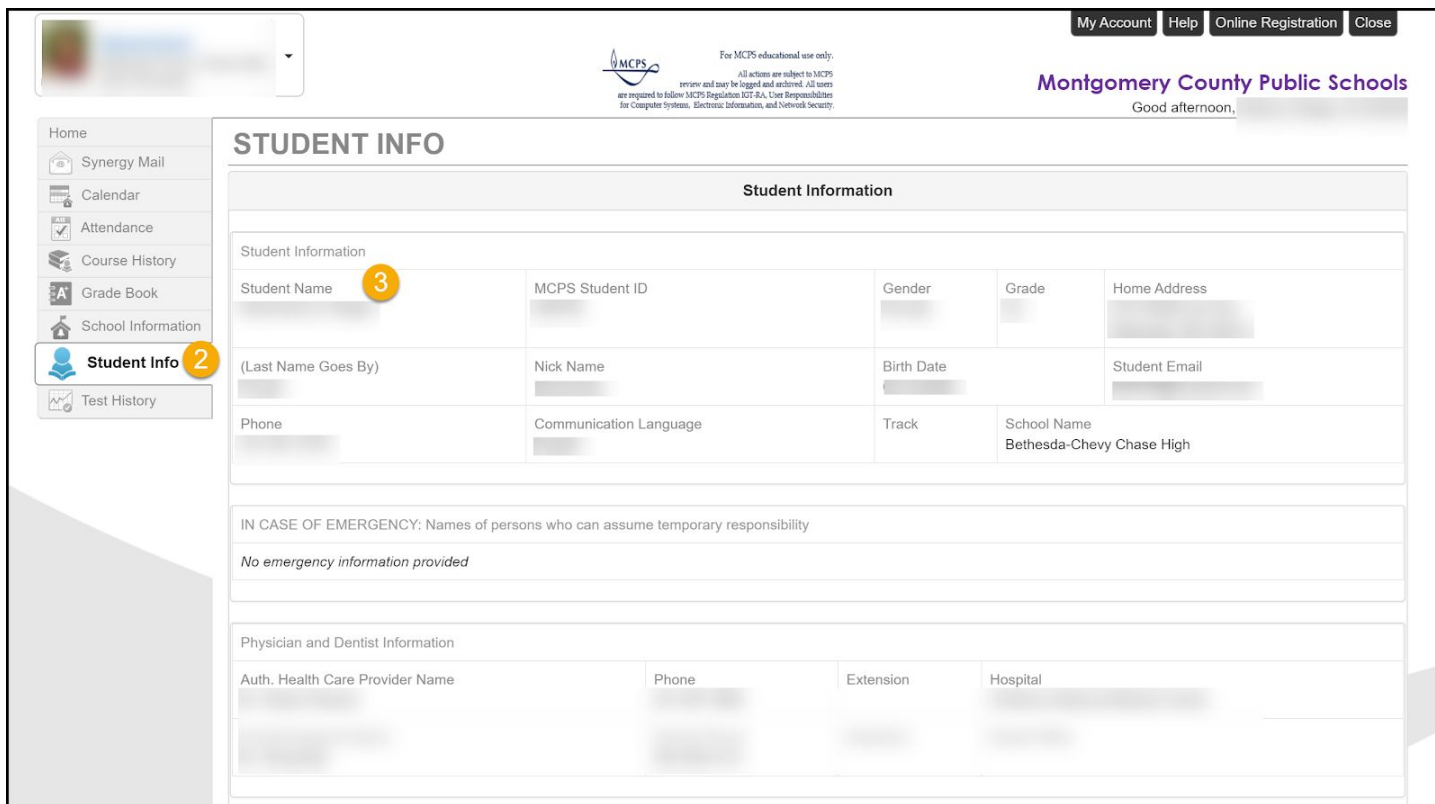
1. Navigate to the ParentVUE web application and log in.
2. Click on **Student Info** in the left-side menu.
3. Review the information about your child.

Montgomery County Public Schools
Office of the Chief Technology Officer

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Translated Guides (coming soon):

Español | 中文 | français | tiếng Việt | 한국어 |



For MCPS educational use only. All actions are subject to MCPS review and may be logged and archived. All users are required to follow MCPS Regulation K17-RA, User Responsibilities for Computer Systems, Electronic Information, and Network Security.

Montgomery County Public Schools
Good afternoon, [blurred]

STUDENT INFO

Student Information

Student Name ³	MCPS Student ID	Gender	Grade	Home Address
(Last Name Goes By)	Nick Name	Birth Date	Student Email	
Phone	Communication Language	Track	School Name Bethesda-Chevy Chase High	

IN CASE OF EMERGENCY: Names of persons who can assume temporary responsibility
No emergency information provided


Physician and Dentist Information

Auth. Health Care Provider Name	Phone	Extension	Hospital
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Test History: How do I view standardized test scores?

Follow the steps below:

1. Navigate to the ParentVUE web application and log in.
2. Click on **Test History** in the left-side menu.
3. Review test results for standardized state and national tests.



[My Account](#) [Help](#) [Logout](#)


Edupoint School District
Good afternoon, Billy Abbott, 1/27/2020

- Home
- Synergy Mail
- Calendar
- Attendance
- Course History
- Grade Book
- School Information
- Student Info
- Test History

TEST HISTORY

State Standardized Test


Test Part	Test Part Performance	Year	School Name	Admin Date	AIMS - Scale Score
Math	Meets	2017-2018	Hope High School	03/17/2018	690
Reading	Approaches	2017-2018	Hope High School	03/17/2018	650
Writing	Exceeds	2017-2018	Hope High School	03/17/2018	800
Math	Exceeds	2016-2017		03/15/2017	700
Reading	Falls Far Below	2016-2017		03/15/2017	600
Writing	Meets	2016-2017		03/15/2017	650
Math	Exceeds	2015-2016		03/14/2016	675
Reading	Falls Far Below	2015-2016		03/14/2016	600
Writing	Approaches	2015-2016		03/14/2016	625



Year	Reading - Scale Score	Writing - Scale Score	Math - Scale Score
2015-2016	600	625	675
2016-2017	600	650	700
2017-2018	650	800	690

SAT

Test Part	Year	Admin Date	SAT - Raw Score
Math	2018-2019	03/06/2019	800
Verbal	2018-2019	03/06/2019	800
Math	2017-2018	03/04/2018	760
Verbal	2017-2018	03/04/2018	780



Year	Math - Raw Score	Verbal - Raw Score
2017-2018	760	780
2018-2019	800	800

How do I access ParentVUE on a mobile device?

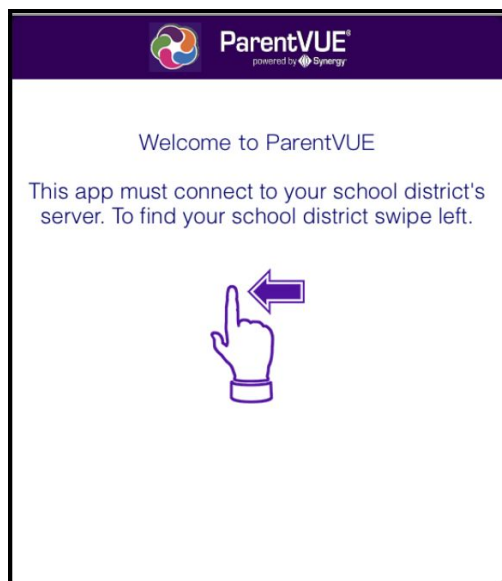
NOTE: Your ParentVUE account must first be activated through a web browser following the steps [above](#) before you can log into the mobile app.

The ParentVUE and StudentVUE mobile applications help parents and students stay informed and connected by providing day-to-day insight into the student's academic experience. The ParentVUE and StudentVUE mobile applications work with Synergy in the same way as the ParentVUE and StudentVUE web applications. It allows parents and students to view upcoming school events, classroom happenings, assignments, tests, and academic performance.

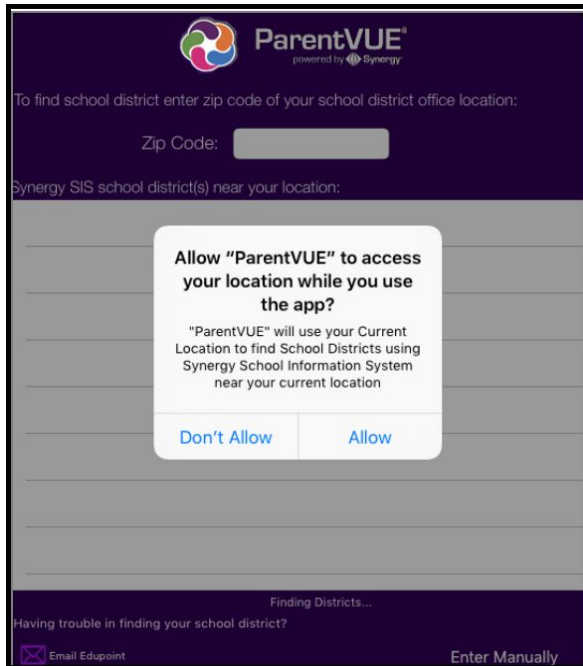
1. Download and install the mobile application(s).

ParentVUE	StudentVUE
Apple	Apple
Android	Android

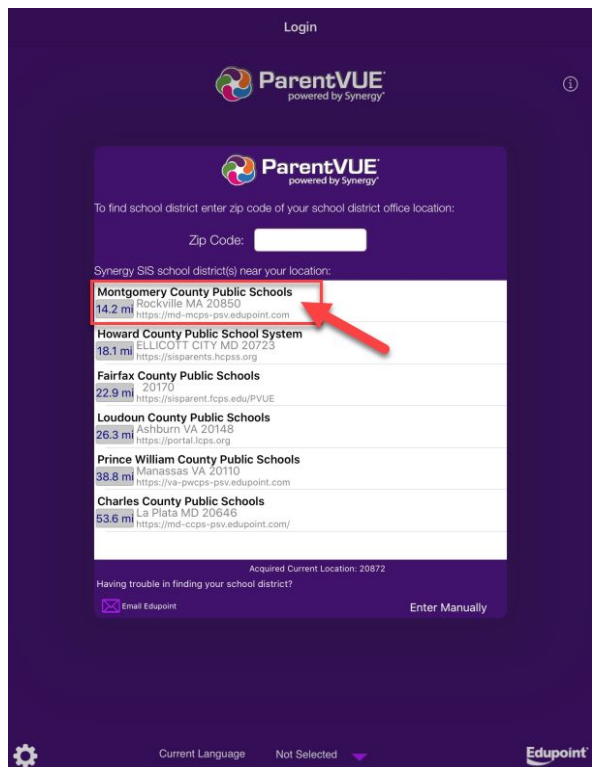
2. Launch the mobile application and swipe left to choose MCPS.



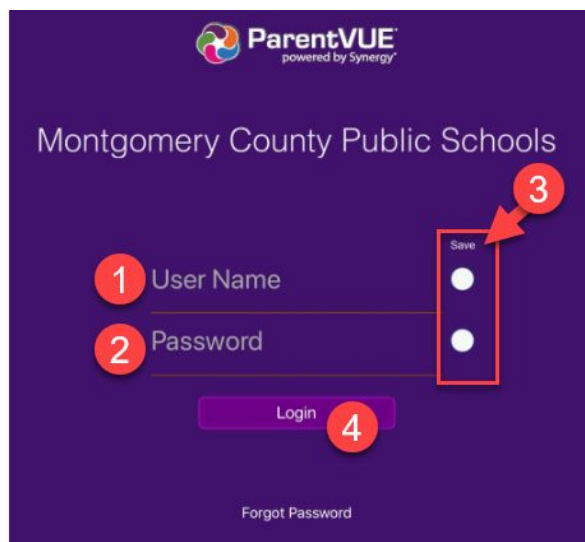
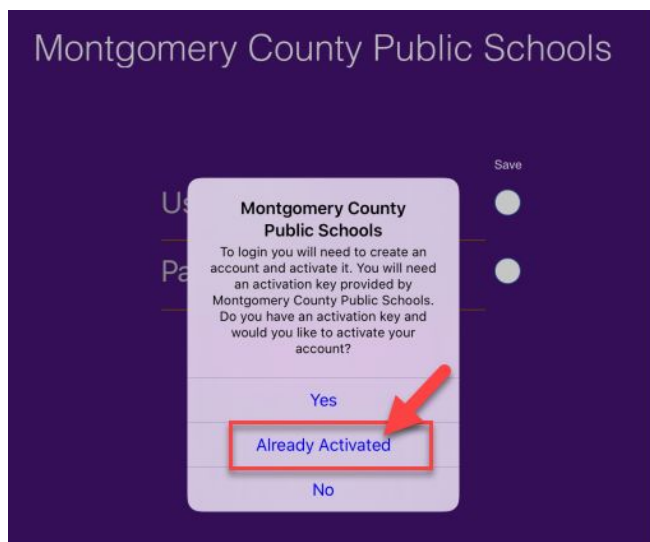
3. A message displays asking you to enable location services on your device. Choose Allow. You can also select Don't Allow and manually enter the zip code **20850**.



4. Tap **Montgomery County Public Schools** from the list of school districts.



- Once you have connected to the MCPS Synergy server, if prompted, click “Already Activated” and then log in with your ParentVUE credentials. You can also choose to save your credentials to make logging in easier the next time you access the application.



How do I navigate and view information in the ParentVUE mobile app?

Coming Soon!

How do I complete the annual verification of information through Online Registration?

In the past, yellow emergency cards and a variety of other forms were sent home with students on the first day of school so that families could communicate updates about contact information, health, directory withholdings, emergency contacts, and more. This process will now take place in ParentVUE using Online Registration. The directions below are a general outline for how this process will take place. However, keep in mind, there are some variances depending on the grade level and options that are checked while completing the form.

NOTE: If you leave the annual verification process before completion, you will be prompted to resume or start over when you return.

Resume Annual Verification

2020-2021 Annual Verification

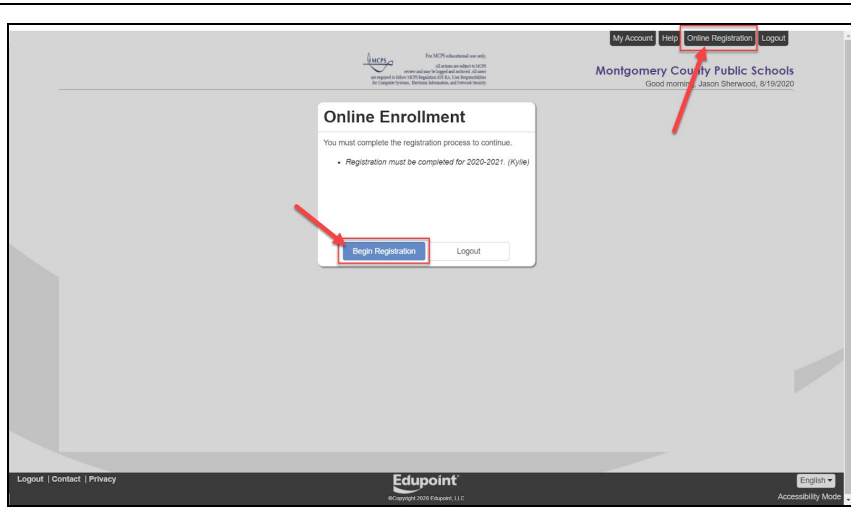
Thank you for returning to the Annual Verification - Student Information process. To continue where you left off, select Resume Annual Verification.

Resume Annual Verification
 Start Over

[Save And Continue >](#)

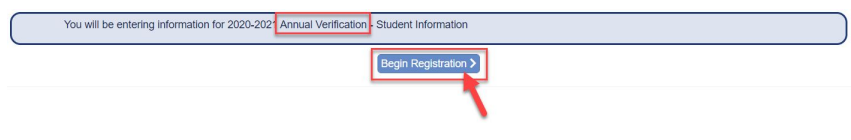
Navigating to Annual Verrification:

To begin, you will either be prompted to begin registration or you can navigate to annual verification by clicking on the **Online Registration** button in the upper right hand corner.

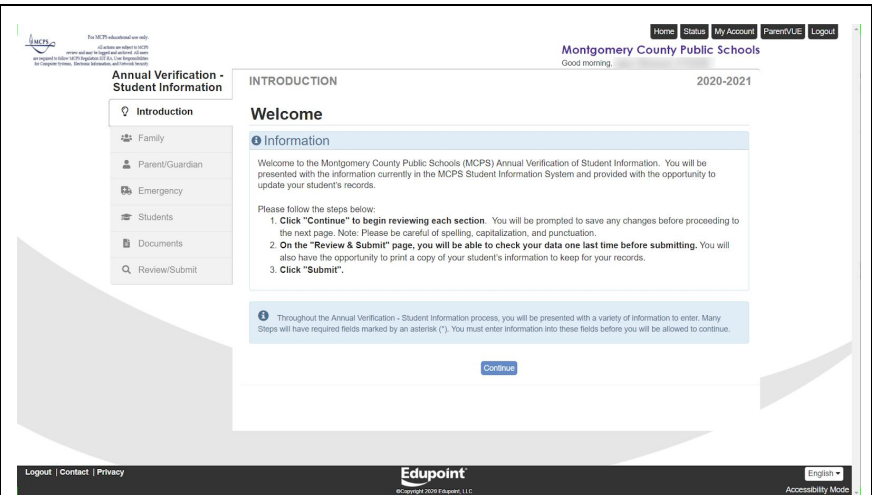


Begin:

Be sure "Annual Verification" is selected and click **Begin Registration**.

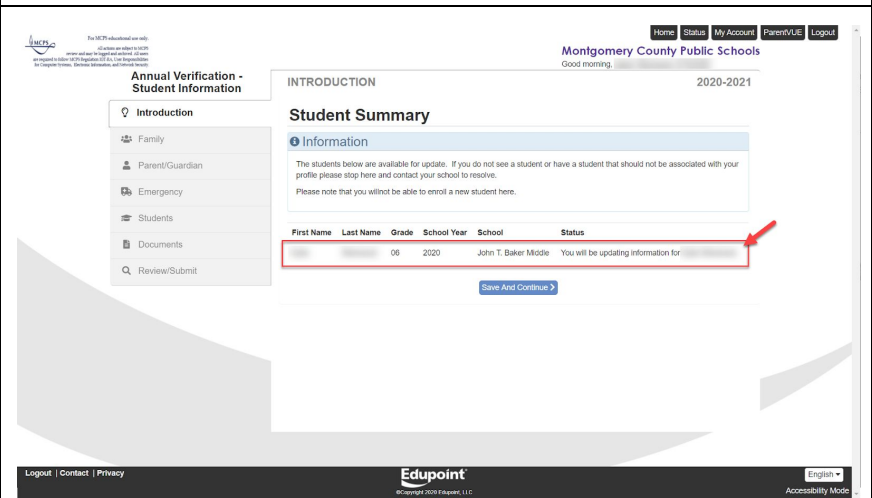


Introduction - Welcome:
Review the directions on the welcome screen and click **Continue**.



Introduction - Student Summary:
Review the students that are available for you to update. Click **Save and Continue**.

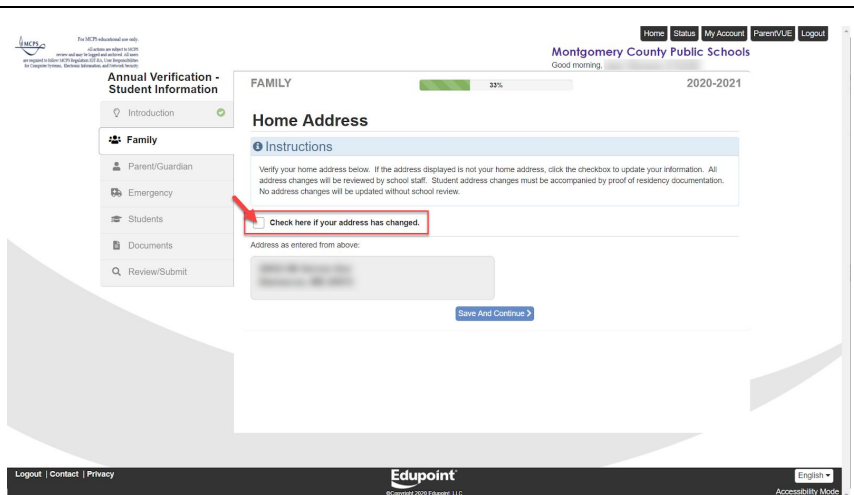
NOTE: If you believe there is an error in the students who are listed, or a student is not showing up, you will need to contact the school.



Family - Home Address:

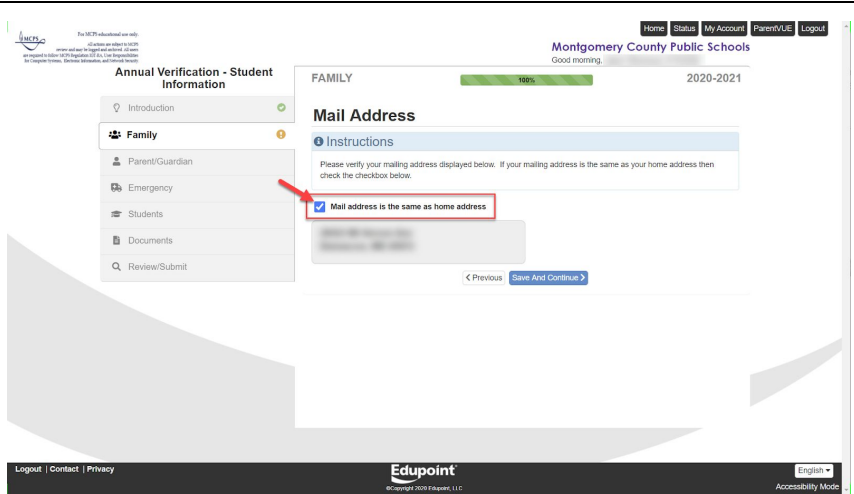
Verify your home address. If you need to make a change, check the box and enter the correct address. Click **Save and Continue**.

NOTE: A change of address will require you to upload or deliver an address verification document.

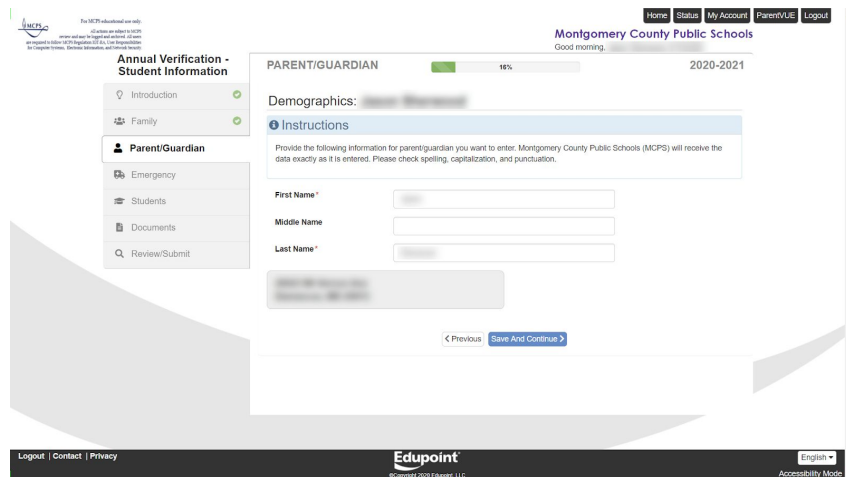


Family - Mail Address:

Verify if your mail address is the same as your home address. If your mailing address is different, uncheck the box and enter the correct mailing address. Click **Save and Continue**.

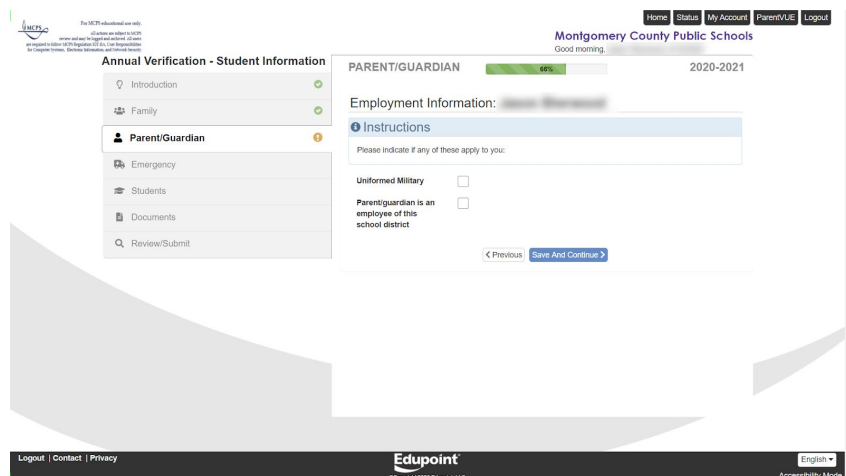


Parent/Guardian - Demographics:
 Verify the spelling of your first and last name. Middle name is optional. Click **Save and Continue**.



The screenshot shows the 'Demographics' section of the ParentVUE form. The progress bar is at 16%. The 'Annual Verification - Student Information' sidebar shows 'Introduction' and 'Family' as completed, and 'Parent/Guardian' as the current step. The 'Demographics' section includes an 'Instructions' box and three text input fields for 'First Name', 'Middle Name', and 'Last Name'. A 'Save And Continue' button is visible at the bottom right of the form area.

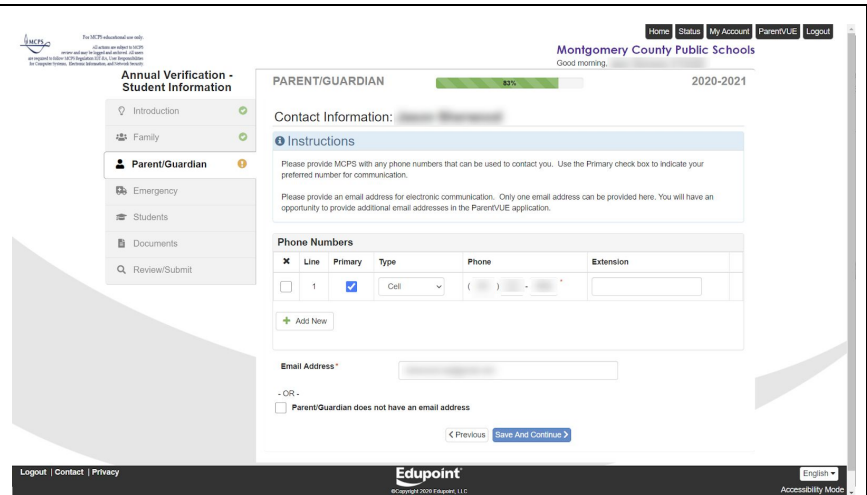
Parent/Guardian - Employment:
 Indicate if any of the employment options apply to you. Click **Save and Continue**.



The screenshot shows the 'Employment Information' section of the ParentVUE form. The progress bar is at 66%. The 'Annual Verification - Student Information' sidebar shows 'Introduction', 'Family', and 'Parent/Guardian' as completed, and 'Employment' as the current step. The 'Employment Information' section includes an 'Instructions' box and two checkboxes: 'Uniformed Military' and 'Parent/guardian is an employee of this school district'. A 'Save And Continue' button is visible at the bottom right of the form area.

Parent/Guardian - Contact Information:

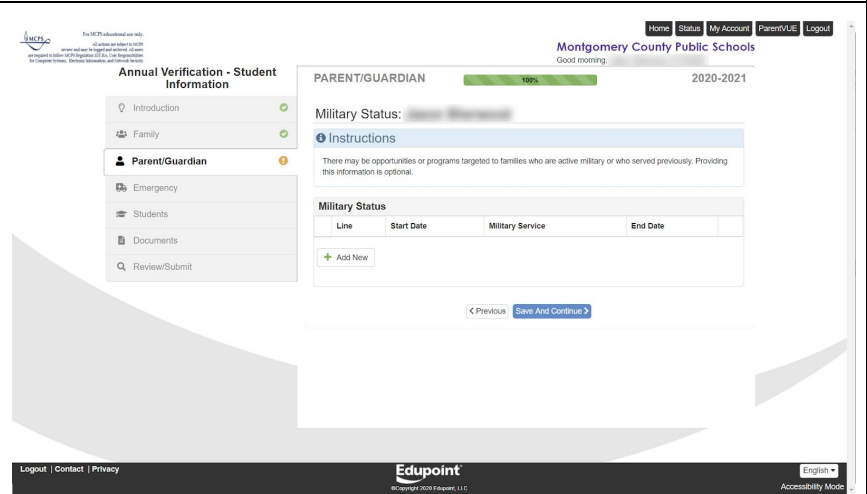
Verify your contact information. You must provide at least one phone number and strongly recommended that you also provide a valid email address. If you do not have an email address, be sure to check the box indicating this. Click **Save and Continue**.



The screenshot shows the 'Annual Verification - Student Information' page for Montgomery County Public Schools. The 'Parent/Guardian' section is active, showing a progress bar at 83%. The 'Contact Information' section includes instructions and a 'Phone Numbers' table. The table has columns for Line, Primary, Type, Phone, and Extension. One entry is shown with Line 1, Primary checked, and Type set to Cell. Below the table is an 'Email Address' field and a checkbox for 'Parent/Guardian does not have an email address'. Navigation buttons for 'Previous' and 'Save And Continue' are visible at the bottom.

Parent/Guardian - Military Status:

Include military status if applicable. Click **Save and Continue**.

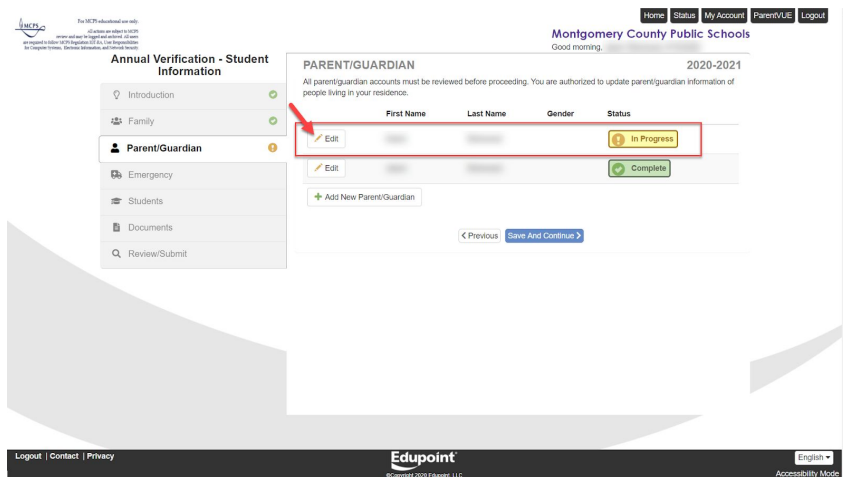


The screenshot shows the 'Annual Verification - Student Information' page for Montgomery County Public Schools. The 'Parent/Guardian' section is active, showing a progress bar at 100%. The 'Military Status' section includes instructions and a 'Military Status' table. The table has columns for Line, Start Date, Military Service, and End Date. An 'Add New' button is located below the table. Navigation buttons for 'Previous' and 'Save And Continue' are visible at the bottom.

Parent/Guardian - Other Parent/Guardians:

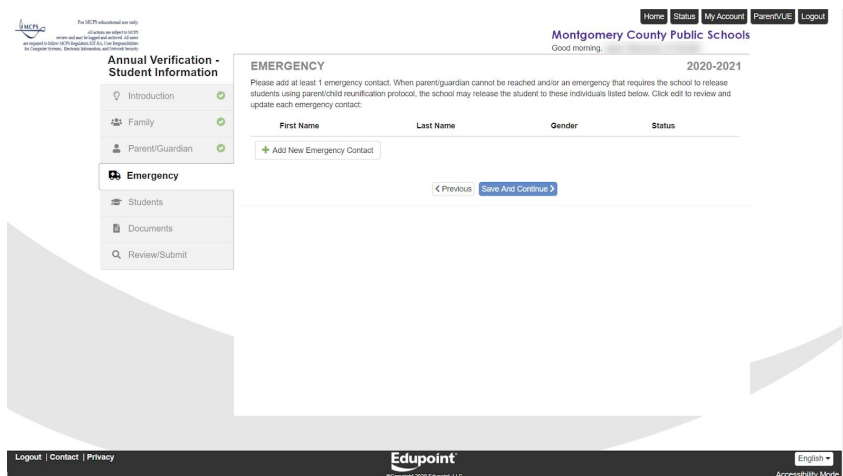
Once you complete the verification of information for yourself, you will then be able to repeat the steps for any other parent/guardian that also share the same address. To verify their information, click the Edit button next to their name. When all eligible parents/guardians have been reviewed, click **Save and Continue**.

NOTE: You cannot edit information for anyone who does not live at the same address.



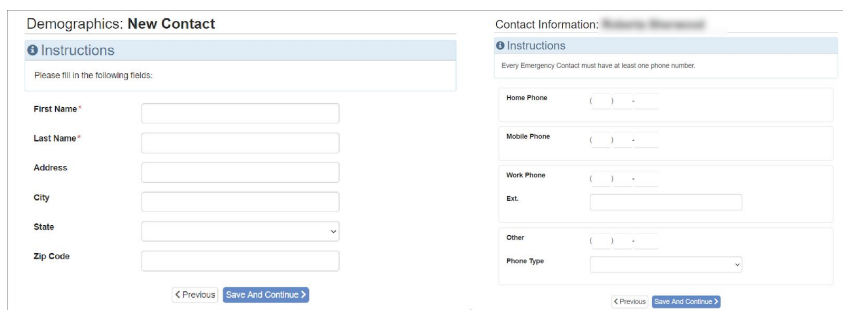
Emergency - Contacts:

Add at least one emergency contact by clicking the **Add New Emergency Contact** button.



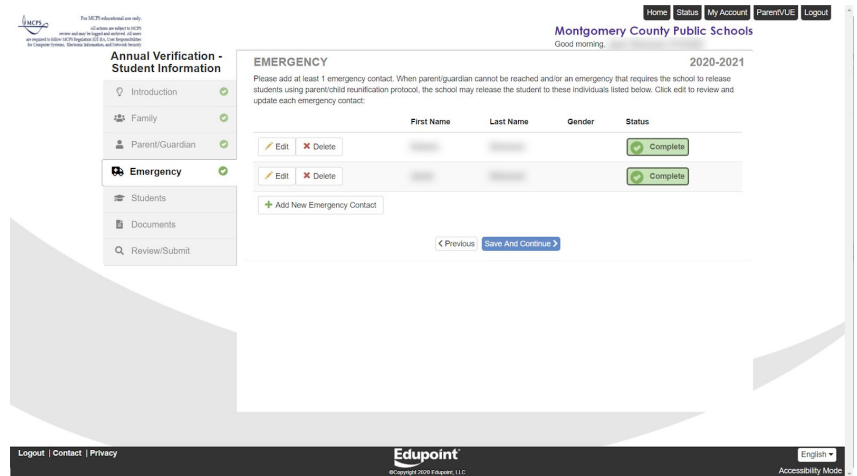
Emergency - New Contact Information:

Enter a first and last name and at least one phone number for each new emergency contact. Click **Save and Continue**.



Emergency:

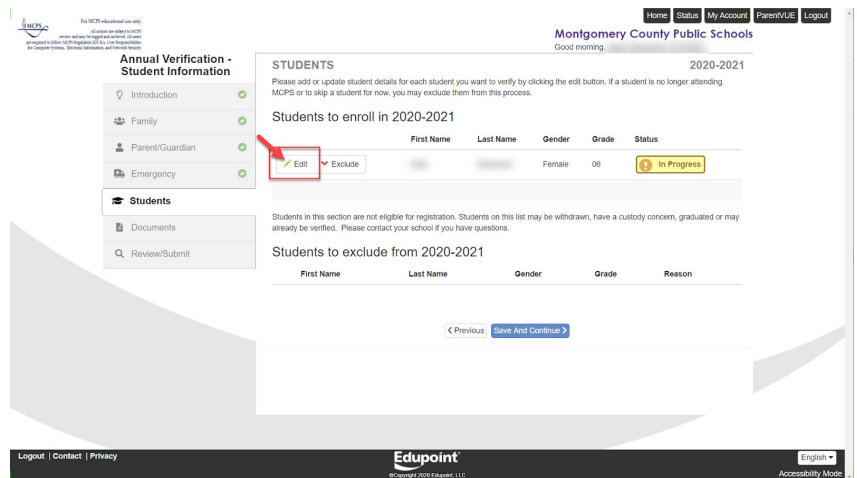
Once you have entered your emergency contacts, confirm that you get the green complete button for each, and then click **Save and Continue**.



Students:

On the first screen of the Students tab, you will see a list of all students associated with your parent account that you have rights to edit. Click **Edit** to review/update the information for each student.

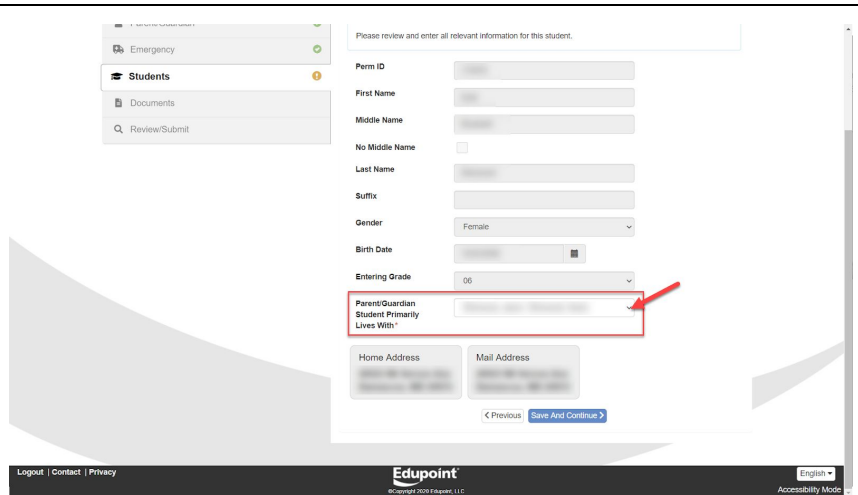
NOTE: If one or more students are no longer attending MCPS, or you want to skip a student for now and still be able to submit updates, you can click **Exclude** for those students.



Students - Home Address:

Indicate the parent/guardian that the student primarily lives with. Click **Save and Continue**.

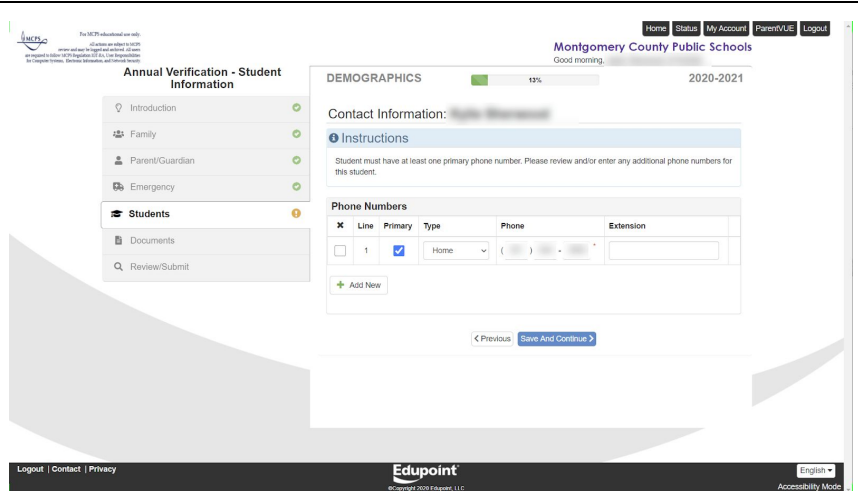
NOTE: If you see any errors in the student information fields that are grayed out, you will need to contact the school to make the correction.



Students - Contact Information:

Provide at least one primary phone number for each student. This should be the number that is used for receiving all home communication from the school. After entering any additional phone numbers, click **Save and Continue**.

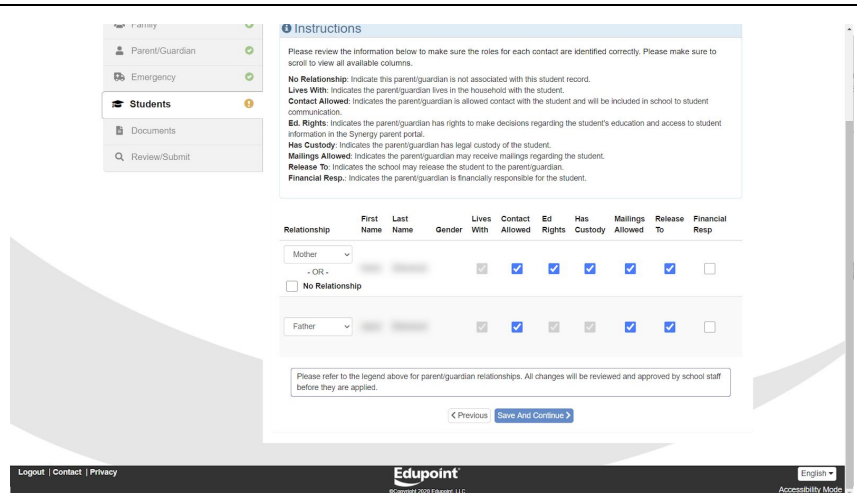
NOTE: By default, the parent home phone is listed as the primary phone number. If you wish to receive school communication to a different number, be sure to add the number and check the box marked **Primary**.



Students - Parent/Guardian Relationships:

Indicate the relationship of each parent/guardian and make sure the correct roles are checked for each. Click **Save and Continue**.

NOTE: Any change to the role of a parent will require review and approval by school staff before updates can be accepted.



Instructions

Please review the information below to make sure the roles for each contact are identified correctly. Please make sure to scroll to view all available columns.

- No Relationship:** Indicate this parent/guardian is not associated with this student record.
- Lives With:** Indicates the parent/guardian lives in the household with the student.
- Contact Allowed:** Indicates the parent/guardian is allowed contact with the student and will be included in school to student communication.
- Ed Rights:** Indicates the parent/guardian has rights to make decisions regarding the student's education and access to student information in the Synergy parent portal.
- Has Custody:** Indicates the parent/guardian has legal custody of the student.
- Mailings Allowed:** Indicates the parent/guardian may receive mailings regarding the student.
- Release To:** Indicates the school may release the student to the parent/guardian.
- Financial Resp.:** Indicates the parent/guardian is financially responsible for the student.

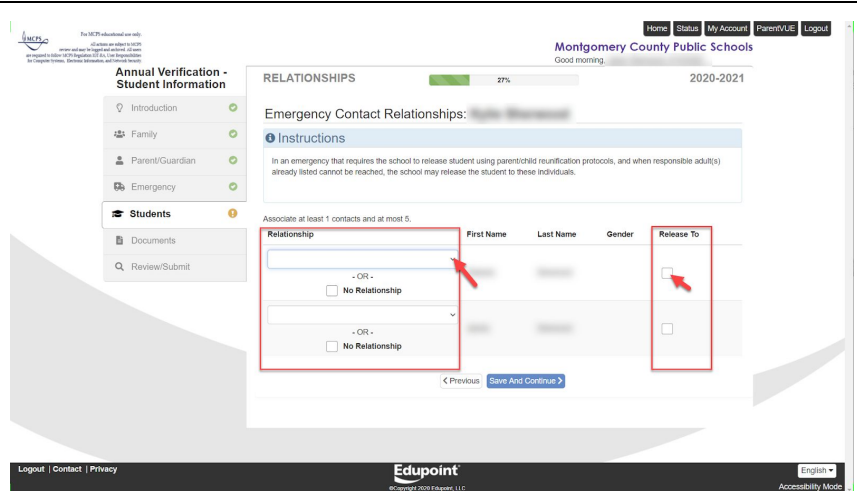
Relationship	First Name	Last Name	Gender	Lives With	Contact Allowed	Ed Rights	Has Custody	Mailings Allowed	Release To	Financial Resp
Mother				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
- OR -										
<input type="checkbox"/> No Relationship										
Father				<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 type="checkbox"/>

Please refer to the legend above for parent/guardian relationships. All changes will be reviewed and approved by school staff before they are applied.

< Previous Save And Continue >

Students - Emergency Contact Relationships:

Identify the relationship of each emergency contact. If you are allowing the release of the student to the emergency contact(s) listed, be sure to check the **Release To** box in the last column. Click **Save and Continue**.



Annual Verification - Student Information

Introduction Family Parent/Guardian Emergency Students Documents Review/Submit

RELATIONSHIPS 27% 2020-2021

Emergency Contact Relationships:

Instructions

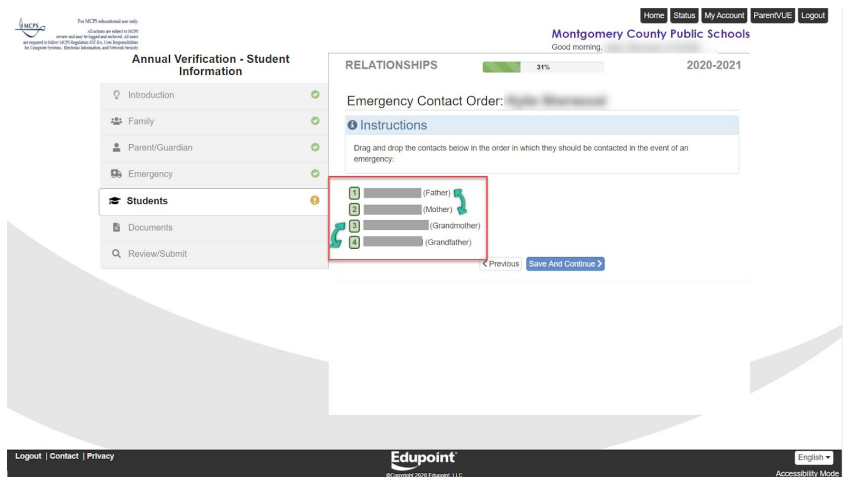
In an emergency that requires the school to release student using parent/child reunification protocols, and when responsible adult(s) already listed cannot be reached, the school may release the student to these individuals.

Associate at least 1 contacts and at most 5.

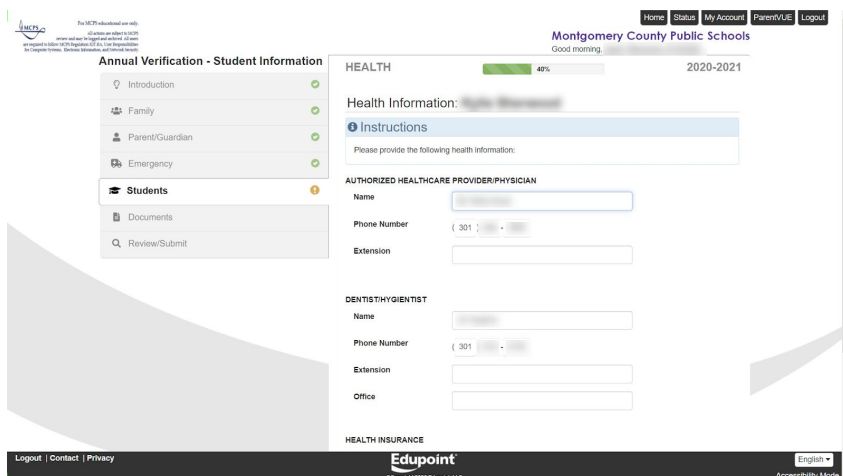
Relationship	First Name	Last Name	Gender	Release To
- OR -				<input type="checkbox"/>
<input type="checkbox"/> No Relationship				<input type="checkbox"/>
- OR -				<input type="checkbox"/>
<input type="checkbox"/> No Relationship				<input type="checkbox"/>

< Previous Save And Continue >

Students - Emergency Contact Order:
Click and drag the emergency contacts in the order they should be contacted. Click **Save and Continue**.

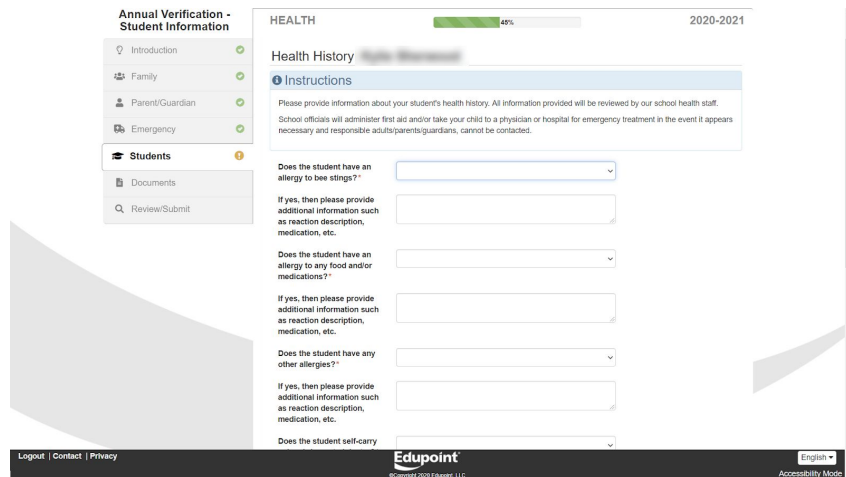


Students - Health Information:
Provide information for physician, dentist, and health insurance. Click **Save and Continue**.



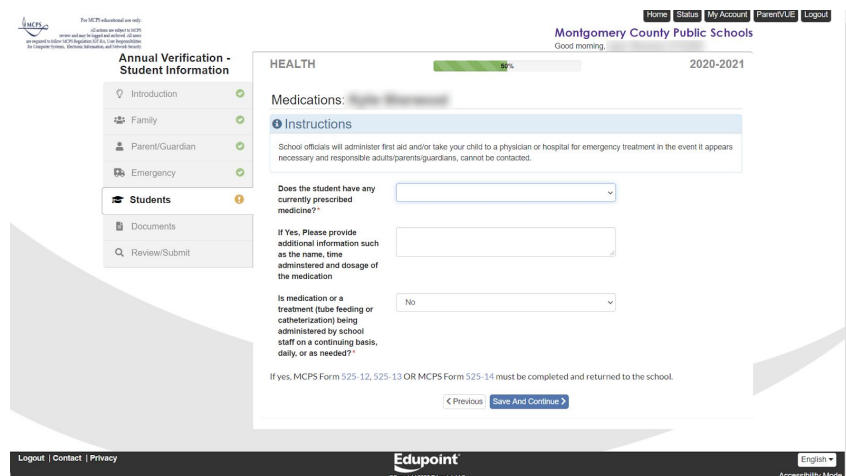
Students - Health History:

Provide information about your student's health history. Be sure to answer all required questions and if you answer Yes to any question, please provide more detail and complete the required forms as needed. Click **Save and Continue**.



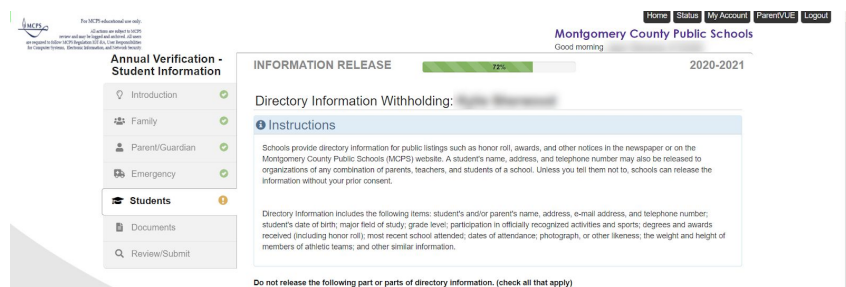
Students - Medications:

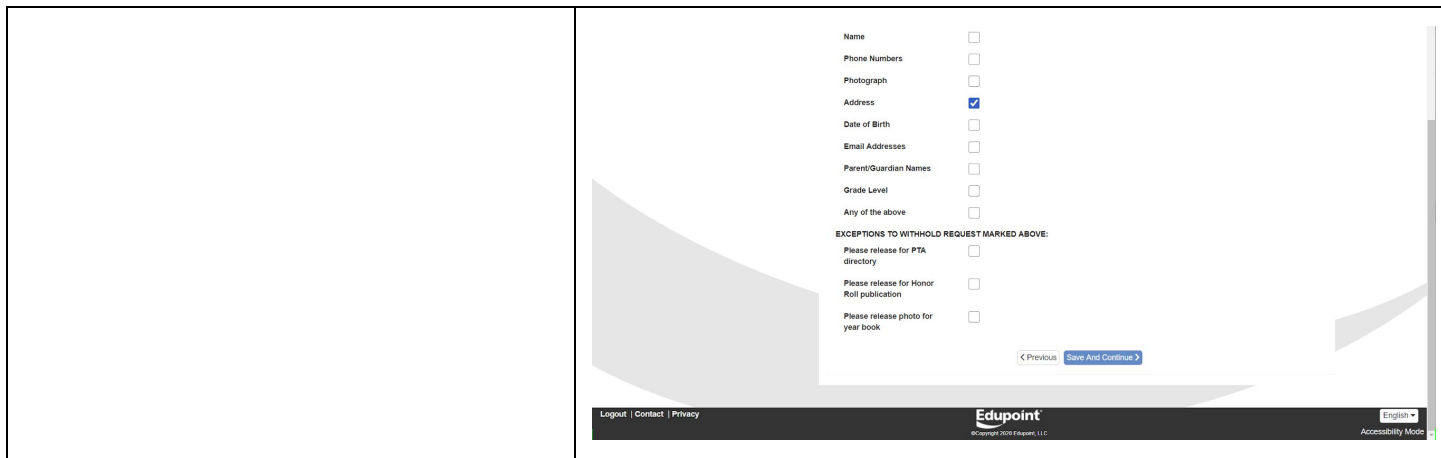
Provide information about prescribed medications or treatments. If you answer Yes to any question, please provide more detail and complete the required forms as needed. Click **Save and Continue**.



Students - Directory Information Withholding:

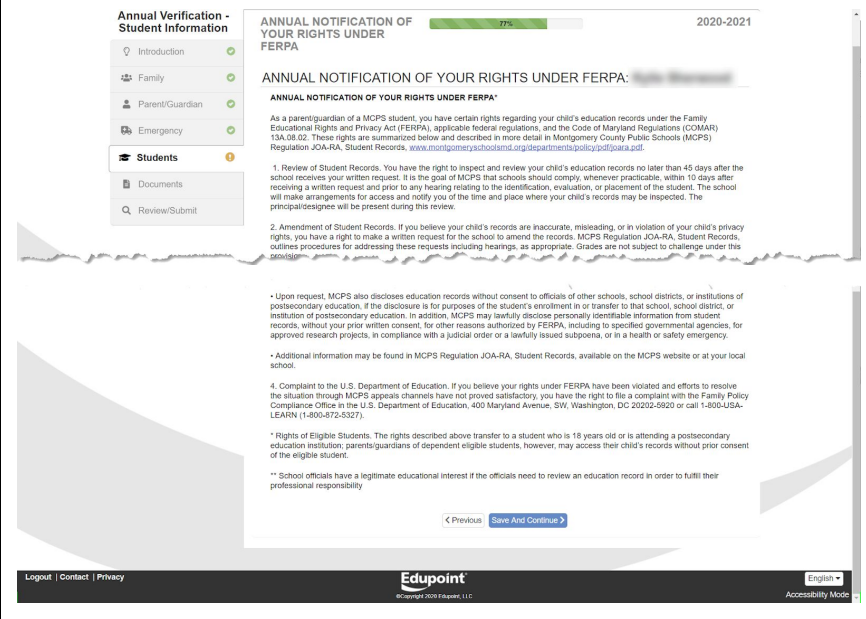
If you wish to withhold any directory information, check the boxes for each category. If you do not want **ANY** information released, you can just check the box **Any of the Above**. You can also check the exceptions for any withholding request in the bottom section. Click **Save and Continue**.





This screenshot shows a form for selecting information to be released. The 'Address' checkbox is checked. Below the form, there are sections for 'EXCEPTIONS TO WITHHOLD REQUEST MARKED ABOVE:' with checkboxes for 'Please release for PTA directory', 'Please release for Honor Roll publication', and 'Please release photo for year book'. Navigation buttons for '< Previous' and 'Save And Continue >' are visible. The footer includes 'Logout | Contact | Privacy', 'Edupoint', and 'Accessibility Mode'.

Students - FERPA Rights
 Review the Annual Notification of Your Rights Under FERPA and click **Save and Continue**.



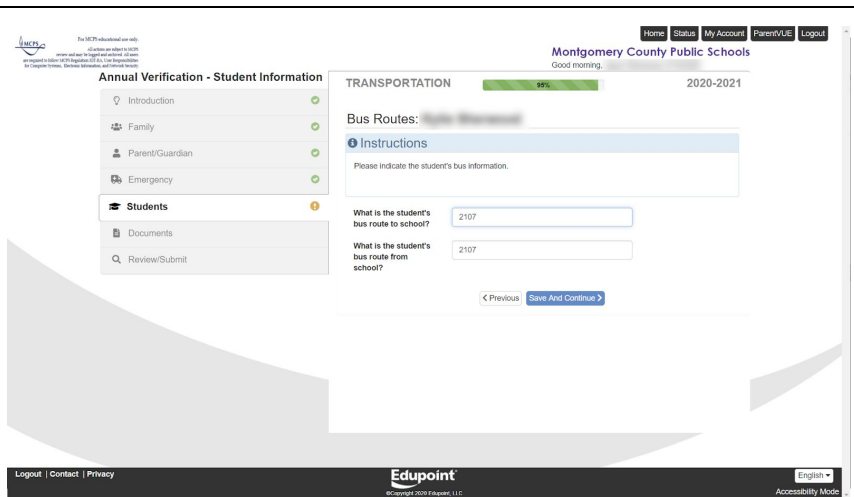
This screenshot shows the 'Annual Notification of Your Rights Under FERPA' page. On the left is a navigation menu with 'Students' selected. The main content area includes a progress bar at 77% and the year '2020-2021'. The text explains FERPA rights and lists several key points:

- 1. Review of Student Records: You have the right to inspect and review your child's education records no later than 45 days after the school receives your written request.
- 2. Amendment of Student Records: If you believe your child's records are inaccurate, misleading, or in violation of your child's privacy rights, you have a right to make a written request for the school to amend the records.
- 3. Disclosure: Upon request, MCPS also discloses education records without consent to officials of other schools, school districts, or institutions of postsecondary education.
- 4. Complaint to the U.S. Department of Education: If you believe your rights under FERPA have been violated and efforts to resolve the situation through MCPS appeals channels have not proved satisfactory, you have the right to file a complaint with the Family Policy Compliance Office in the U.S. Department of Education.
- * Rights of Eligible Students: The rights described above transfer to a student who is 18 years old or is attending a postsecondary education institution.
- ** School officials have a legitimate educational interest if the officials need to review an education record in order to fulfill their professional responsibility.

 Navigation buttons for '< Previous' and 'Save And Continue >' are at the bottom. The footer includes 'Logout | Contact | Privacy', 'Edupoint', and 'Accessibility Mode'.

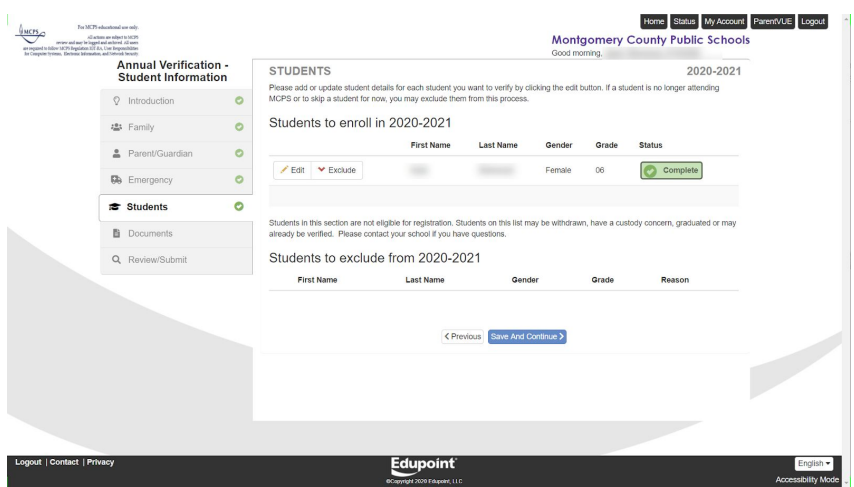
Students - Bus Routes

Verify the correct bus route if transportation is provided by the school and click **Save and Continue**.



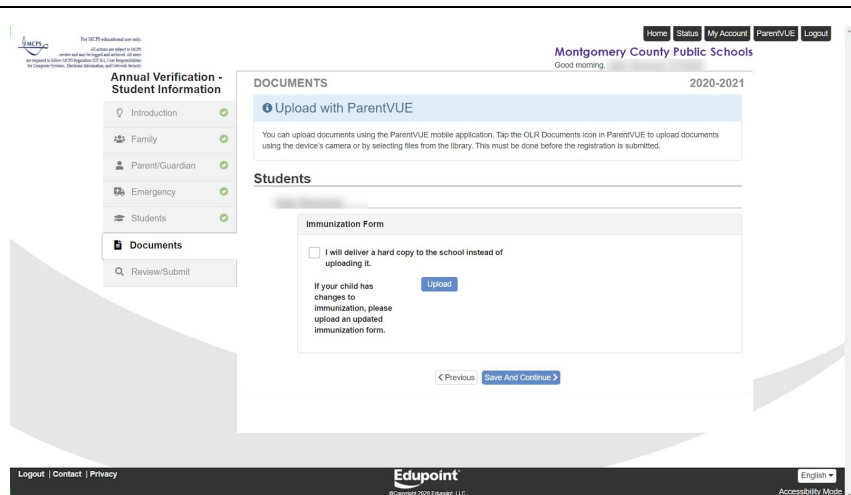
Students - Review

If you have multiple students, you will repeat the same process as above for each student by clicking **Edit** for each student listed. When all students show a green **Complete** button in the last column, click **Save and Continue**.



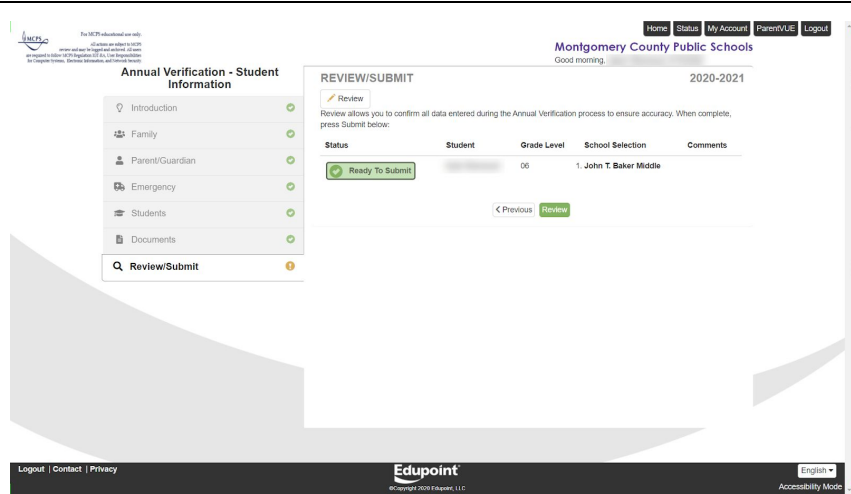
Documents - Upload or Deliver:

If any of your updates require documentation or submission of a form, you can either upload digital copies of the documents or check the box to indicate that you will deliver a hard copy to the school. Click **Save and Continue**.



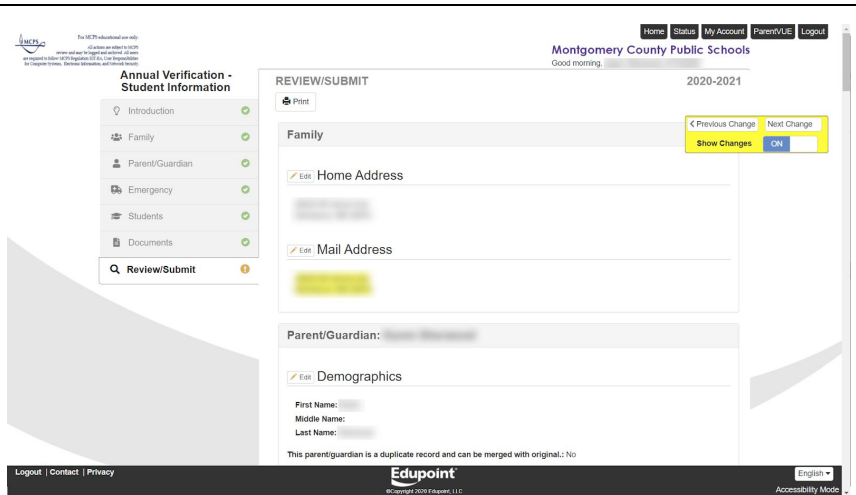
Review/Submit:

Before you can submit your annual verification of information, you must review all of your changes by clicking the **Review** button.



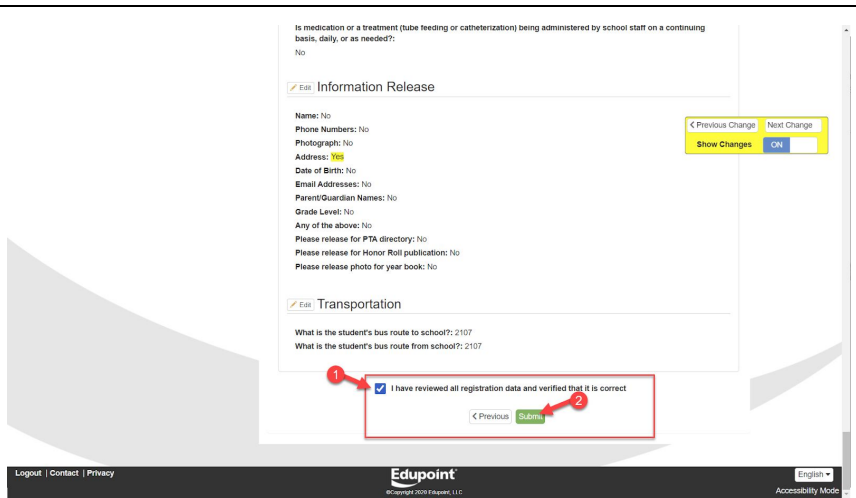
Review/Submit:

You can either scroll through the review page or click the **Previous/Next Change** buttons to verify all information was entered correctly. If you need to change anything, you can click the **Edit** button next to the category that needs any additional updates or changes. If you have the **Show Changes** turned on, all your changes will be highlighted in **yellow**. You can hover over the highlighted changes to see the previous information that was changed.



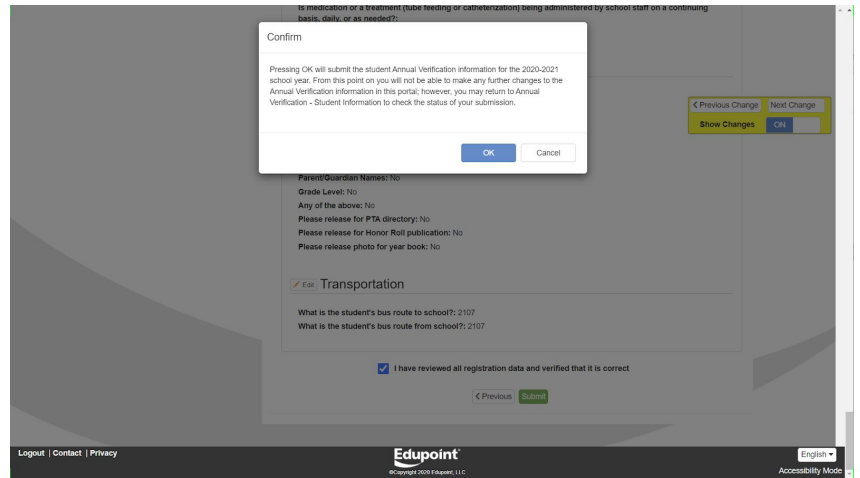
Review/Submit:

Once you have reviewed and verified all registration data, check the box at the bottom of the page and click **Submit**.



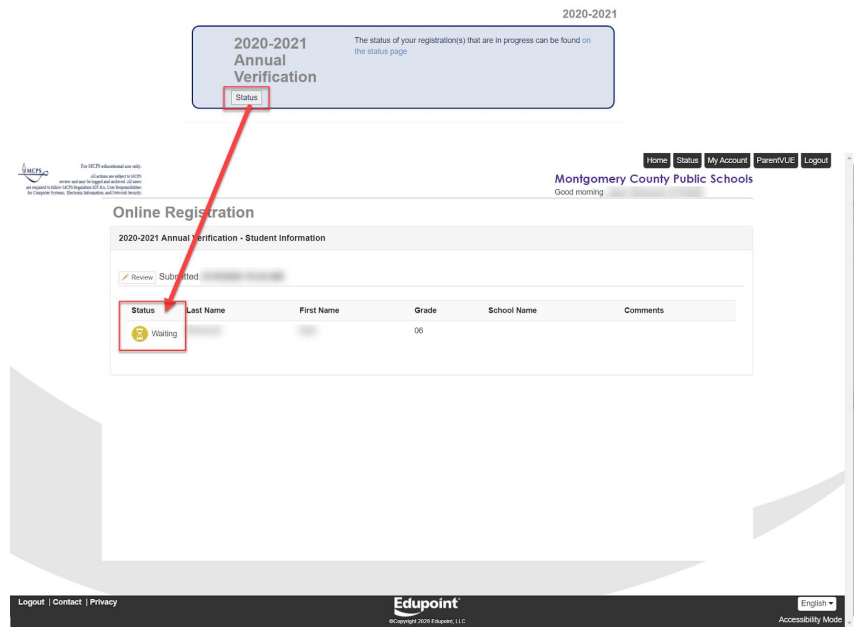
Review/Submit - Confirm:

You will be prompted to confirm your submission and acknowledge that will not be able to make any further changes unless the school reactivates the registration for you. Click **OK**.



You are done!

You can view the status of your submission by clicking the Status button. You will also receive an email confirmation indicating your submission has been accepted or denied. Keep in mind that in some cases, changes need to be reviewed by school staff before you receive this notification.



To return to **ParentVUE**, click the **ParentVUE** tab in the upper right hand corner.





ParentVUE Support Guide

How do I complete online athletic registration?

Coming Soon!

How do I enroll a new student to MCPS?

Coming Soon!

FAQ's

What if I did not receive a parent activation email or mailer?

Only parents who have a valid email or home address on file and who have education rights, custody, and contact allowed for a student receive letters. If you did not receive an activation email or mailer, contact the school and provide a valid email address or verify the home address is current. If there is a previous custody concern on record, contact the school to make sure that the correct settings are marked for education rights, custody, and contact for each parent/guardian listed.

Why did I receive several activation letters associated with multiple children?

In some cases, duplicate parent accounts may exist in our system. If you received multiple letters, please contact your child's school so they can merge the accounts together. Please be sure to indicate which account you would like to keep.

Should relatives or emergency contacts receive a ParentVUE activation letter/email?

Only parents that are associated with a student record who have education rights, custody, and contact allowed should receive these letters. Emergency contacts do not receive access to ParentVUE.

Why don't I see my child's Schedule?

Schedules will begin posting for schools on 8/26. Once posted, they will be visible on ParentVUE.

Why isn't my Activation Key/URL working?

Be sure you have typed the name and activation key exactly how it appears in the email or activation letter.



ParentVUE Support Guide