

Effective this school year, families will be asked to indicate in ParentVUE their student's need for bus transportation for the 2024-25 school year. By routing just students who require transportation, we can create more efficient routes and improve on-time service.

## Student Name: NANCY BROWN Student ID: 12345 Your Choice: YES - My student will require PWCS bus transportation.

To make changes to the choice for your student, please follow the directions below to update your transportation selection. If you have multiple students, please complete this process for each student.

## INSTRUCTIONS TO CHANGE YOUR SELECTION

## Access via web browser

- 1. Log in to the ParentVUE web application via <u>https://va-pwcps-psv.edupoint.com/</u>.
- 2. Select the desired student.
- 3. Select "Student Info."
- 4. Select "Edit Information."

Home					
<ul> <li>Messages</li> <li>Calendar</li> <li>Attendance</li> <li>Class Schedule</li> <li>Course History</li> <li>Course Request</li> <li>Grade Book</li> <li>Student Info</li> <li>Test History</li> </ul>	- monter	NANCY numfries Elementary	School	Repo	Recent History No Data
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- 5. The "Current Value" will be set to show your student requiring transportation. Review the form and adjust the selection for your student, as appropriate. If your student does **NOT** require a bus, select 'NO' from the dropdown.
- 6. Select "Save Changes."

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Documents			

7. To complete a form for another child, select the next student from the drop-down in the left upper corner of the screen and repeat steps 2 - 6 to complete the form.

## Access via mobile app

- 1. Log in to the ParentVUE app.
- 2. Select the desired student.
- 3. Select "Student Info."
- 4. Select "Edit Information."
- 5. The 'Current Value' will be set to show your student requiring transportation. Review the form and adjust the selection for your student, as appropriate. If your student does **NOT** require a bus, select 'NO' from the dropdown.
- 6. Select "Save Changes."



7. To complete a form for another child, select the next student from the drop down in the left upper corner of the screen and repeat steps 2 - 6 to complete the form.

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\*\*Please note that this decision is not permanent. If your circumstances change and you require transportation, we ask you to contact the school to ensure the information is up to date within ParentVUE.