

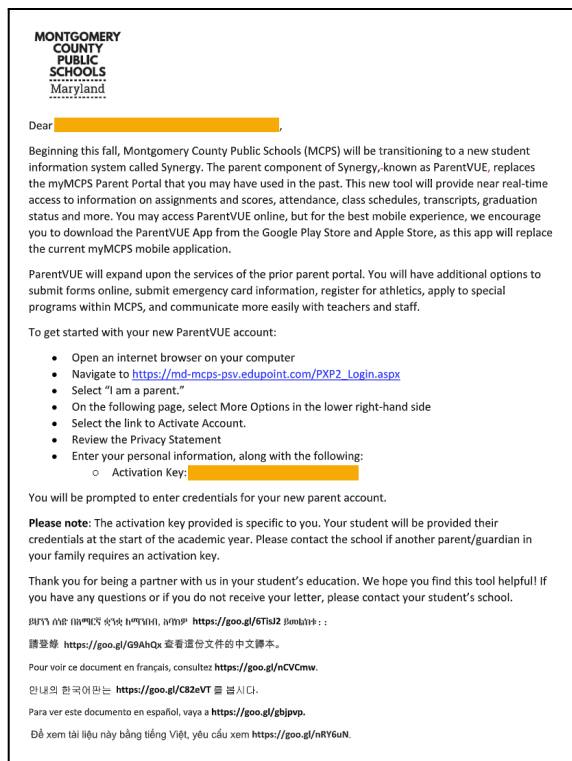
How to activate and use your ParentVUE account

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

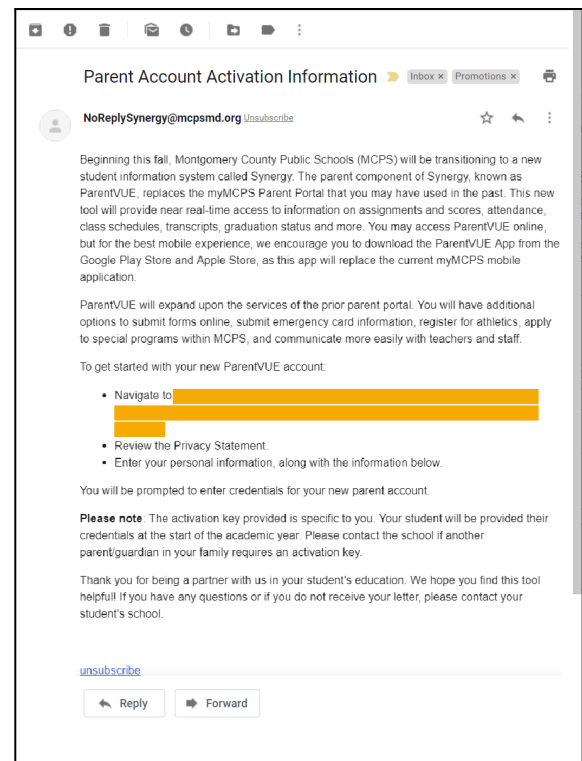
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How do I activate my ParentVUE account for the first time?

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



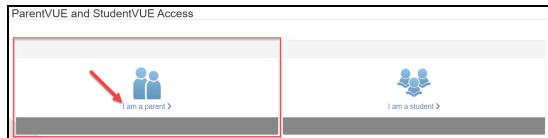
Sample Activation Email

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

Step 1:

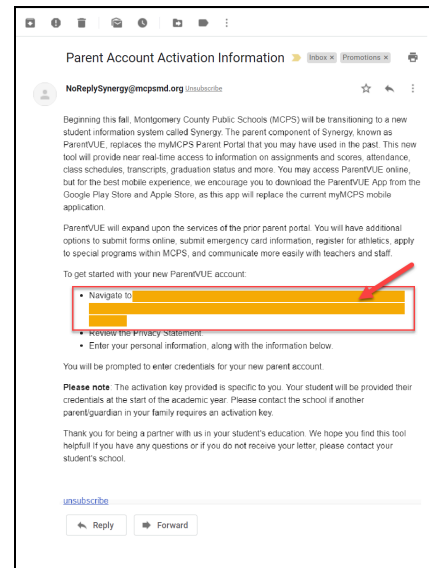
Navigate to md-mcps-psv.edupoint.com and select **"I am a parent"**



Email Activation Directions

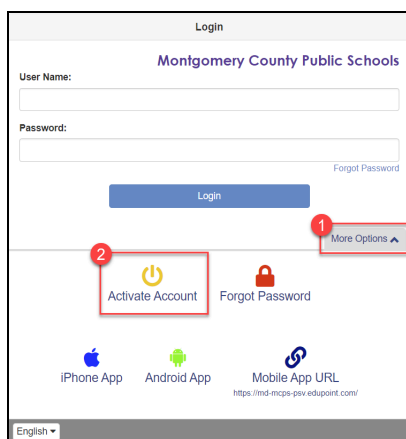
Step 1:

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.



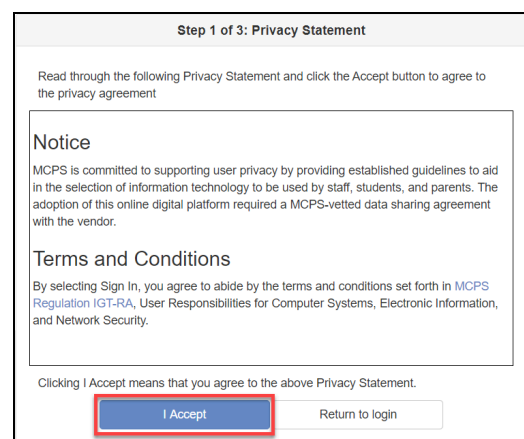
Step 2:

In the lower right hand corner of the login page, click **"More Options"** and then select **"Activate Account"**



Step 2:

Review the **Privacy Statement** and click **"I Accept"**



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

Step 1 of 3: Privacy Statement

Read through the following Privacy Statement and click the Accept button to agree to the privacy agreement

Notice

MCPS is committed to supporting user privacy by providing established guidelines to aid in the selection of information technology to be used by staff, students, and parents. The adoption of this online digital platform required a MCPS-vetted data sharing agreement with the vendor.

Terms and Conditions

By selecting Sign In, you agree to abide by the terms and conditions set forth in [MCPS Regulation IGT-RA, User Responsibilities for Computer Systems, Electronic Information, and Network Security](#).

Clicking I Accept means that you agree to the above Privacy Statement.

I Accept Return to login

Step 3: 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

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”

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

MONTGOMERY COUNTY PUBLIC SCHOOLS
Montgomery County Public Schools
10000 Rockledge Drive, Suite 100
Rockledge, FL 32955
Phone: (407) 261-1234
Fax: (407) 261-1235
Website: www.mcps.edu

Activation Key

You are now in **ParentVUE!**

Home

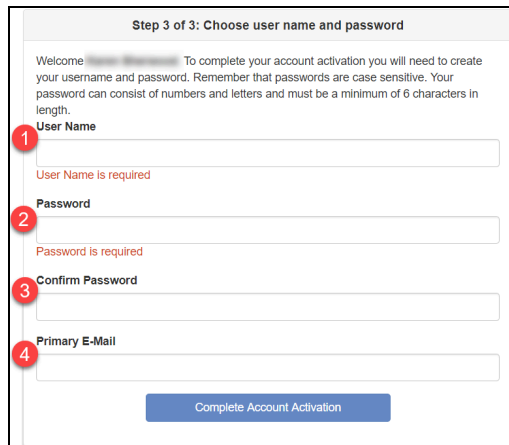
Synergy Mail
Calendar
Attendance
Course History
Grade Book
School Information
Student Info
Test History

Close | **Contact** | **Privacy**

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English | **Accessibility Mode**

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**

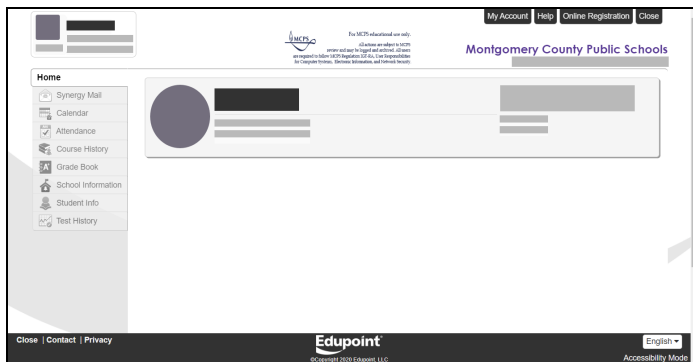
Password is required

3 **Confirm Password**

4 **Primary E-Mail**

[Complete Account Activation](#)

You are now in **ParentVUE!**



ParentVUE Dashboard

Montgomery County Public Schools

Edupoint

Close | Contact | Privacy

English | Accessibility Mode

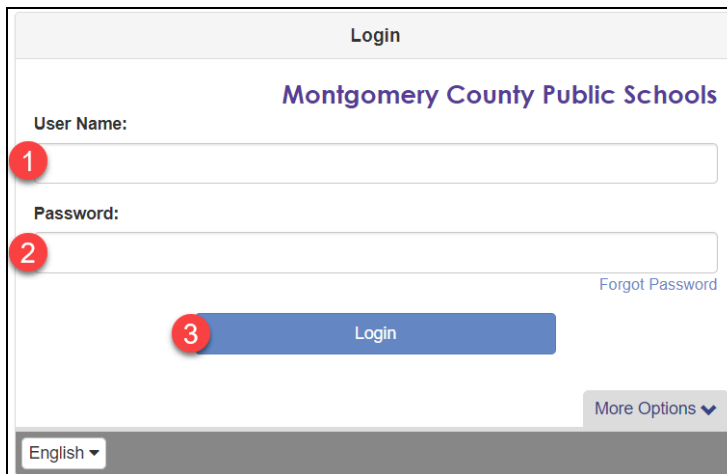
How do I access ParentVUE after activating my account?

To access ParentVUE again after you have activated your account:

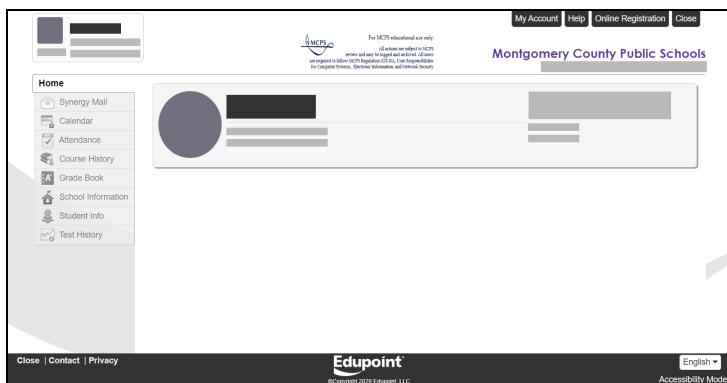
1. Navigate to https://md-mcps-psv.edupoint.com/PXP2_Login.aspx
2. If prompted, select "I am a parent"



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

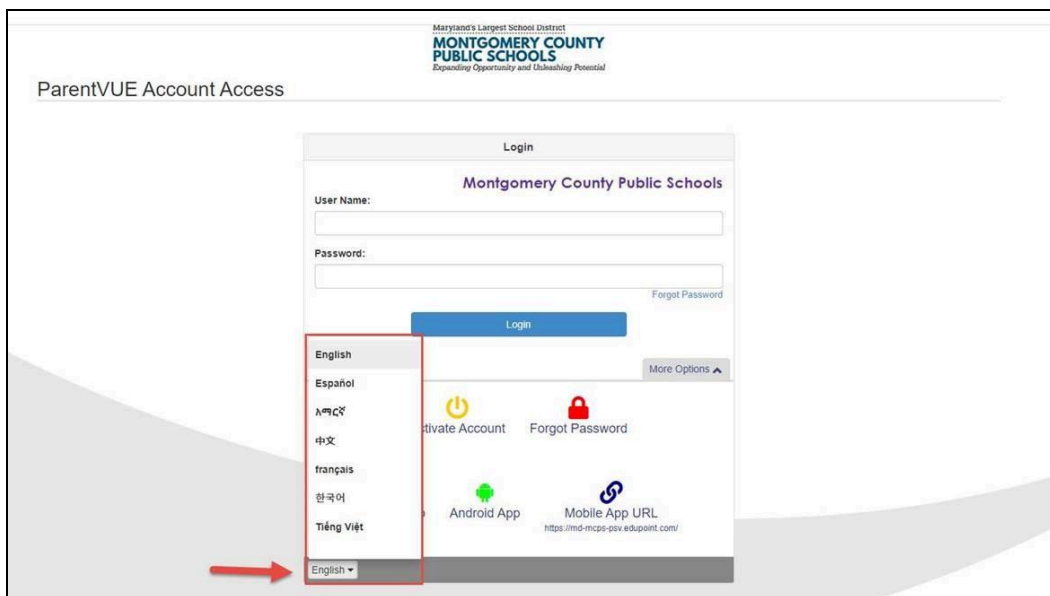


4. You are now in **ParentVUE**



How do I change languages?

ParentVUE supports multiple languages. To select a different language, click the dropdown menu in the bottom left hand corner of the login page.



Please note that changing the language here only changes the menu and content text of ParentVUE and will not change the language for documents that are uploaded by MCPS.

How do I remove document acknowledgements?

When interim **progress reports**, **report cards**, **MAP test** results, or other important documents are made available in ParentVUE, you may be asked to acknowledge receiving these. An acknowledgement screen will appear immediately after logging in to ParentVUE indicating the number and names of the documents. You can “Skip” the acknowledgement (which will allow you to continue), but the acknowledgement screen will reappear each time you log back into ParentVUE. In order to remove the acknowledgement and prevent it from returning on the next login, you must first download the document by clicking the link at the bottom of the screen, and then clicking the button for Yes or No.

Acknowledgement 5 / 6:

20-21 MP4 Report Card

The current Interim Progress Report or Report Card has been posted for your student.

Click Yes to acknowledge this message.
Click Skip to view the acknowledgement later.
Click No to not see the message again.

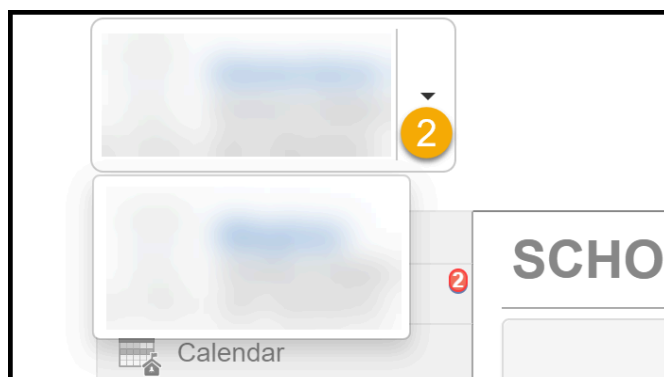
To download this document, click here: [e7af15c9-b327-45f6-a21a-5b49c47a40ad.pdf](#)

Yes No Skip

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.

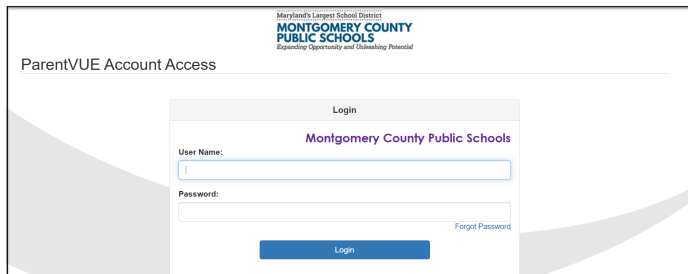


What information can I access in ParentVUE?

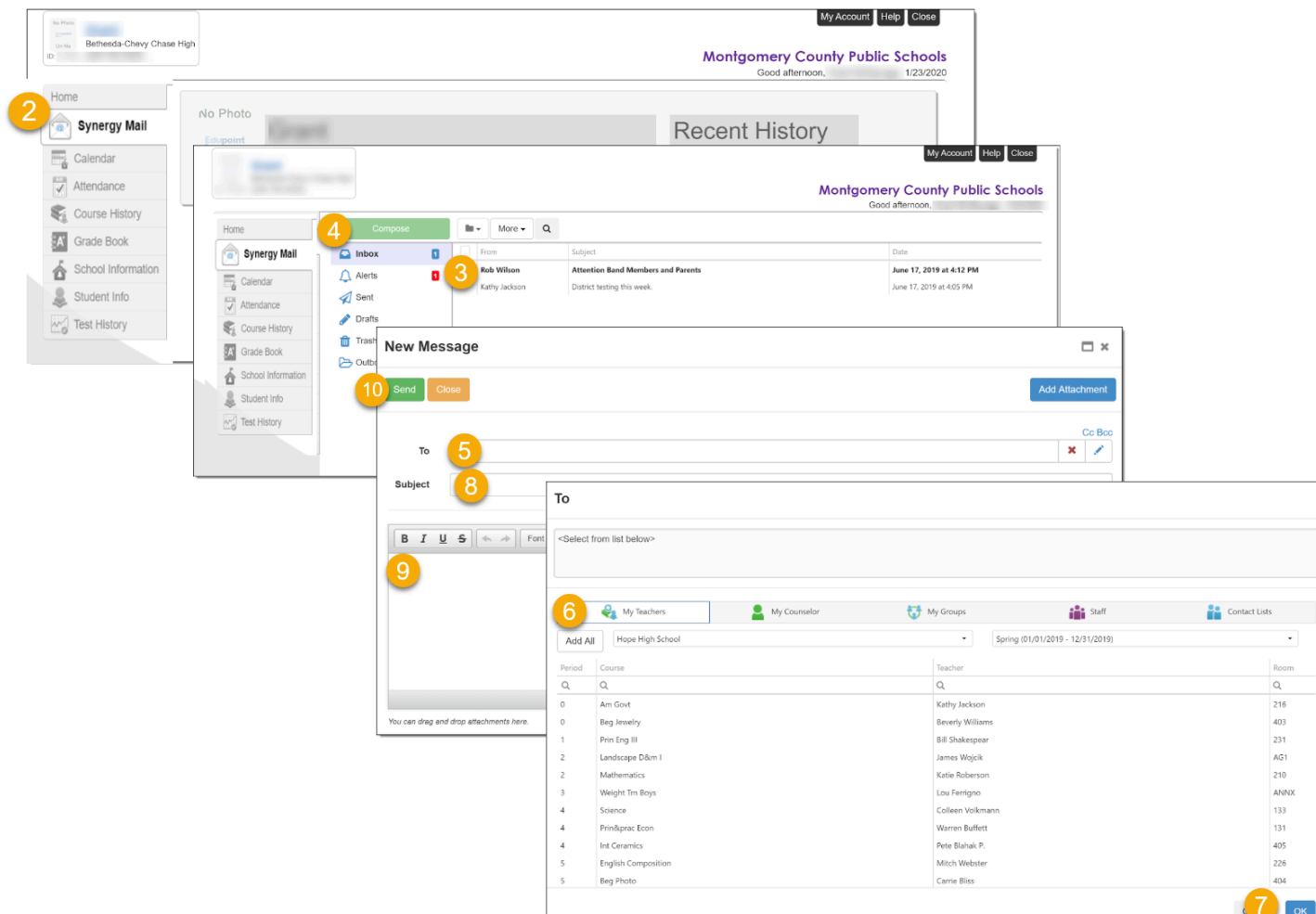
Synergy Mail: How do I send a message to a teacher?

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**.



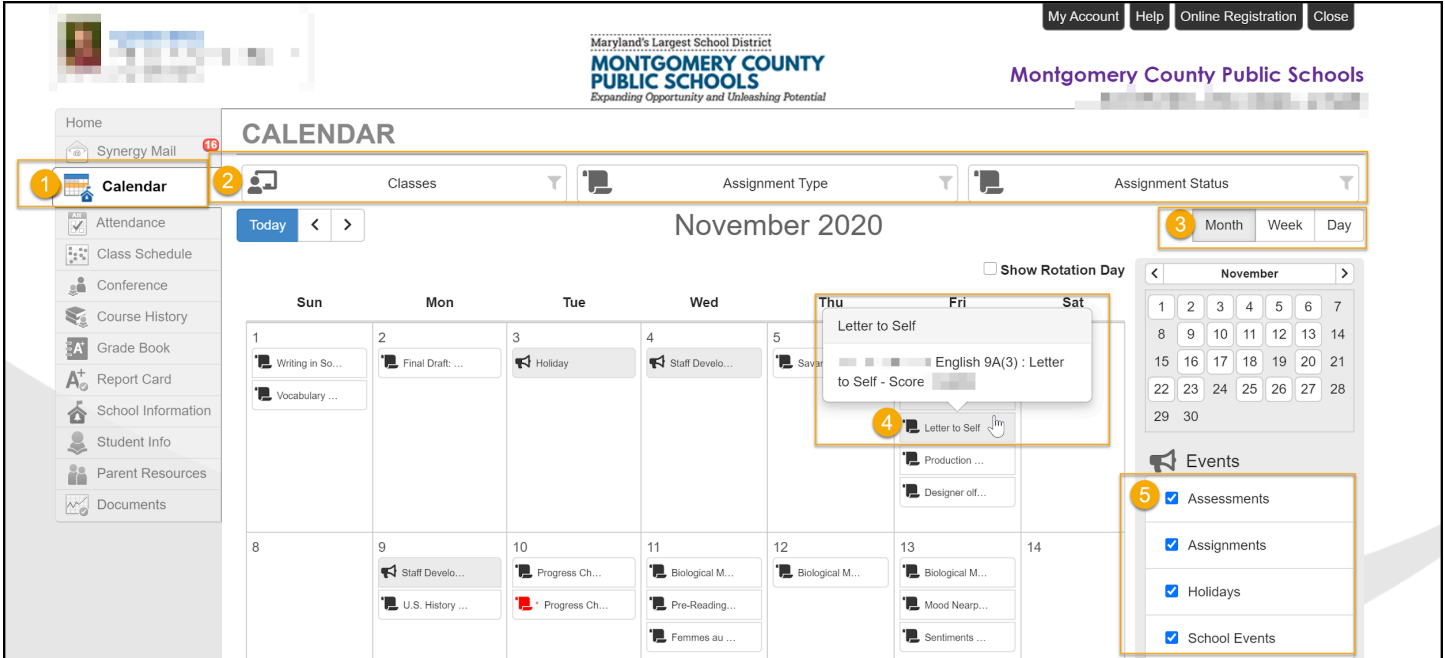
Calendar: How do you check assignments and due dates?

The Calendar can be used to view assignments and events from your child's school and teachers. Please note, the calendar is a reflection of what teachers have entered into their grade book. If a teacher has yet to enter an assignment in the gradebook, it will not appear on the calendar. The best place to find current due dates on assignments is in myMCPS Classroom/Canvas (see section below).

Follow the steps below:

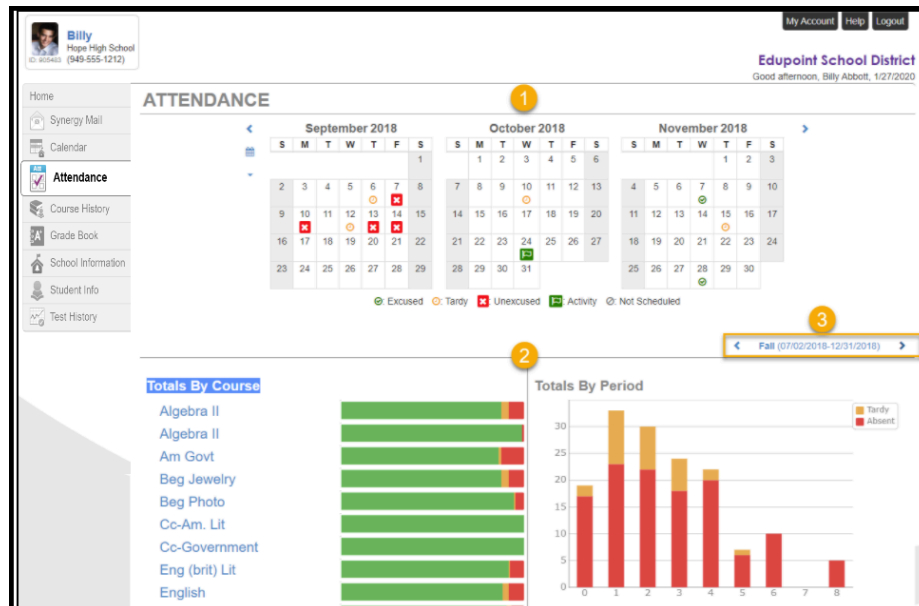
1. Click on **Calendar** in the left-side menu.

2. Sort assignments/events by class, assignment type or assignment status.
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.
5. Choose which type of events are displayed on the calendar.



The screenshot displays the ParentVUE interface for Montgomery County Public Schools. The top navigation bar includes links for 'My Account', 'Help', 'Online Registration', and 'Close'. The main header shows the school district name and logo. The left sidebar contains a 'Home' button and a 'Synergy Mail' icon with a notification badge. The central 'CALENDAR' section features a sidebar with navigation links (Attendance, Class Schedule, Conference, Course History, Grade Book, Report Card, School Information, Student Info, Parent Resources, Documents) and a main calendar grid for November 2020. The grid shows various assignments and events. A dropdown menu is open for a 'Letter to Self' assignment, showing details like 'English 9A(3) : Letter' and 'to Self - Score'. On the right, a 'Month' view selector and a 'Show Rotation Day' checkbox are visible. Below the calendar, an 'Events' section allows users to filter the display by checking boxes for 'Assessments', 'Assignments', 'Holidays', and 'School Events'.

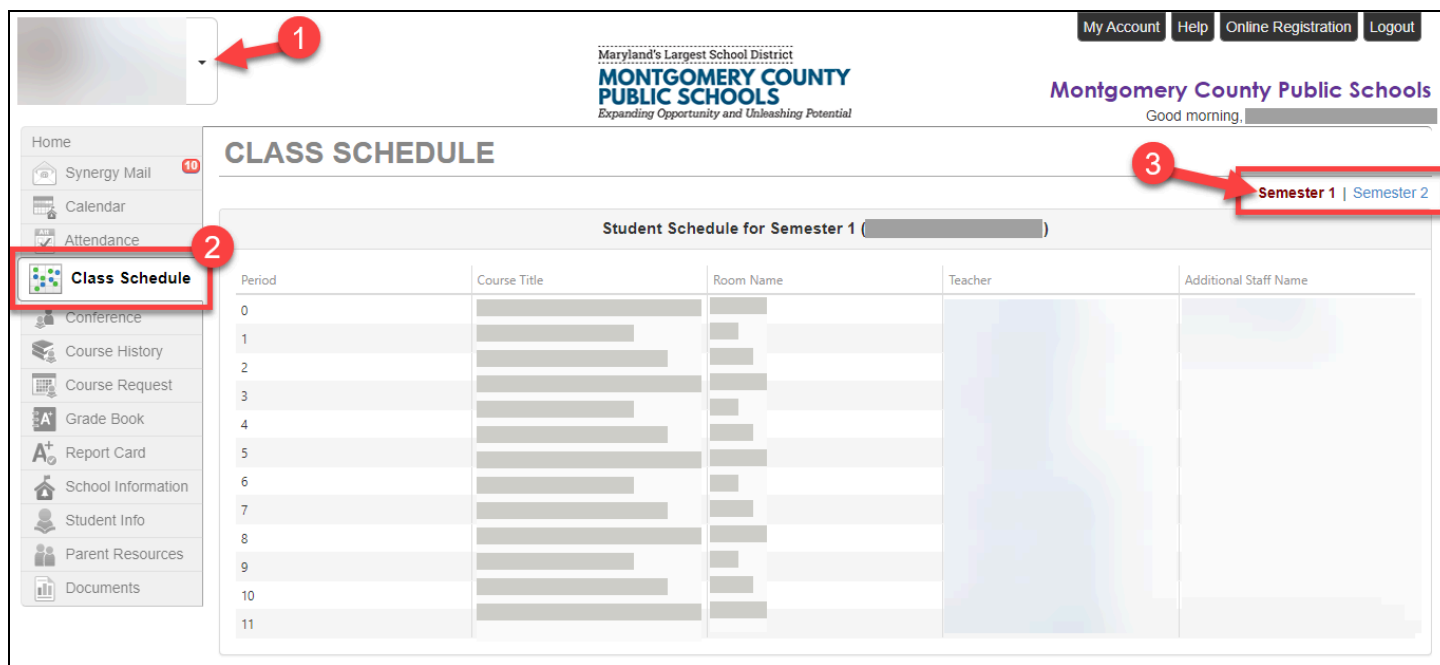
Attendance: How do I view attendance details?



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

Schedule: How do I view my child's schedule?



The screenshot shows the ParentVUE interface for Montgomery County Public Schools. The left sidebar contains a menu with options: Home, Synergy Mail, Calendar, Attendance, **Class Schedule** (highlighted with a red box and callout 2), Conference, Course History, Course Request, Grade Book, Report Card, School Information, Student Info, Parent Resources, and Documents. The main content area is titled "CLASS SCHEDULE" and shows a "Student Schedule for Semester 1" dropdown menu (callout 3). The table below lists periods 0 through 11, with columns for Course Title, Room Name, Teacher, and Additional Staff Name. Callout 1 points to the student selection dropdown at the top left.

1. Choose your student (if more than one is linked to your account)
2. Click on "Class Schedule"
3. Choose the marking period.

Grade Book: How do I check my current grades?

 [Video screencast \[ES Example\]](#)

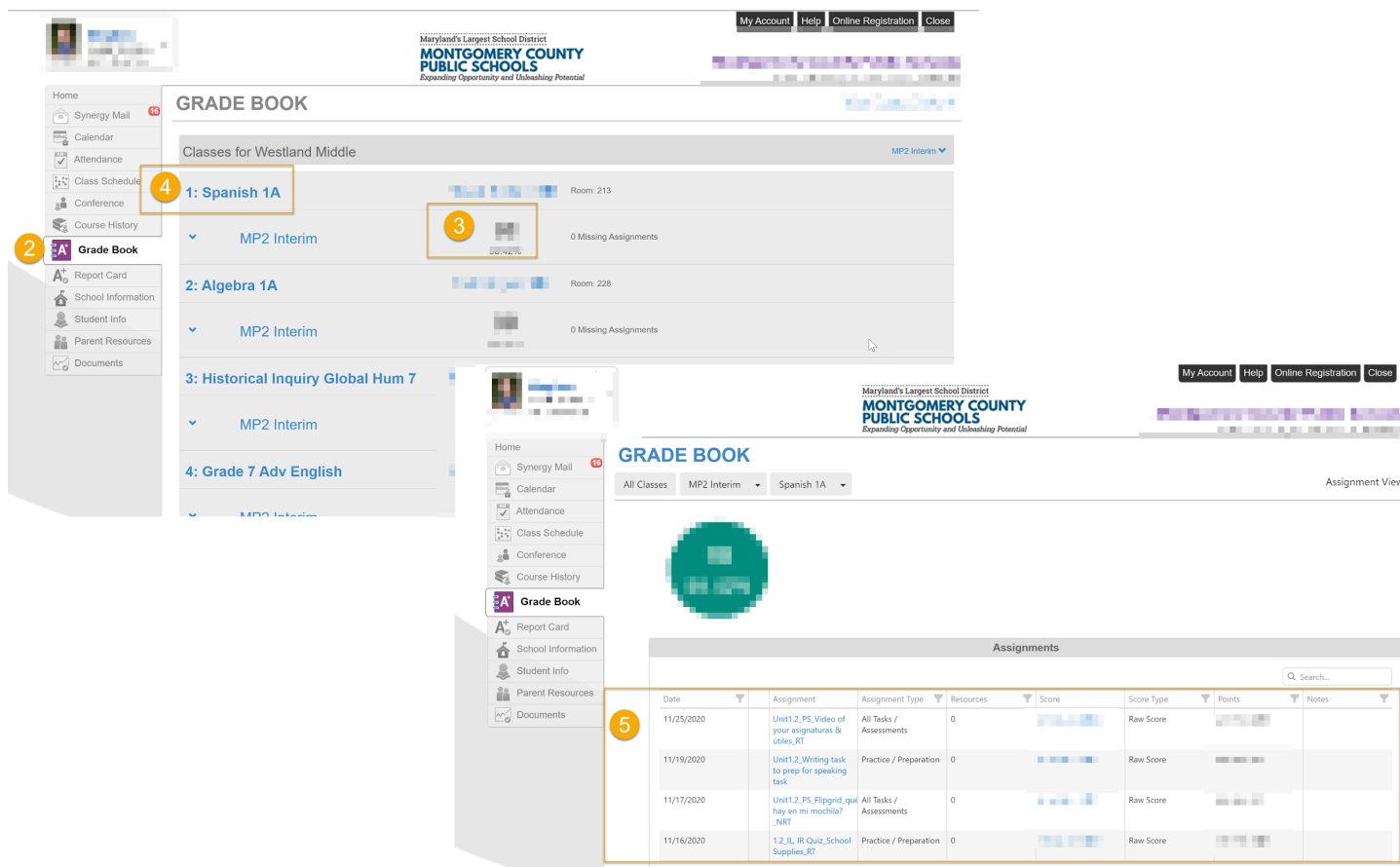
 [Video screencast \[SEC Example\]](#)

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. View assignment details and any teacher notes.

NOTE: Due to the standards based grading in elementary, parents viewing the elementary Grade Book will not see grades until you click on the marking period link.

Secondary Example



The screenshot displays the ParentVUE Secondary Grade Book interface for Montgomery County Public Schools. The interface is divided into two main sections: a left sidebar for navigation and a main content area for the Grade Book.

Navigation Menu (Left Sidebar):

- Home
- Synergy Mail
- Calendar
- Attendance
- Class Schedule
- Conference
- Course History
- Grade Book** (highlighted with a yellow circle 2)
- Report Card
- School Information
- Student Info
- Parent Resources
- Documents

Grade Book Main Content:

The main content area is titled "GRADE BOOK" and shows "Classes for Westland Middle". It lists four classes, each with a marking period (MP2 Interim) and a room number:

- 1: Spanish 1A (Room: 213) - Highlighted with a yellow circle 4
- 2: Algebra 1A (Room: 228) - Highlighted with a yellow circle 3
- 3: Historical Inquiry Global Hum 7
- 4: Grade 7 Adv English

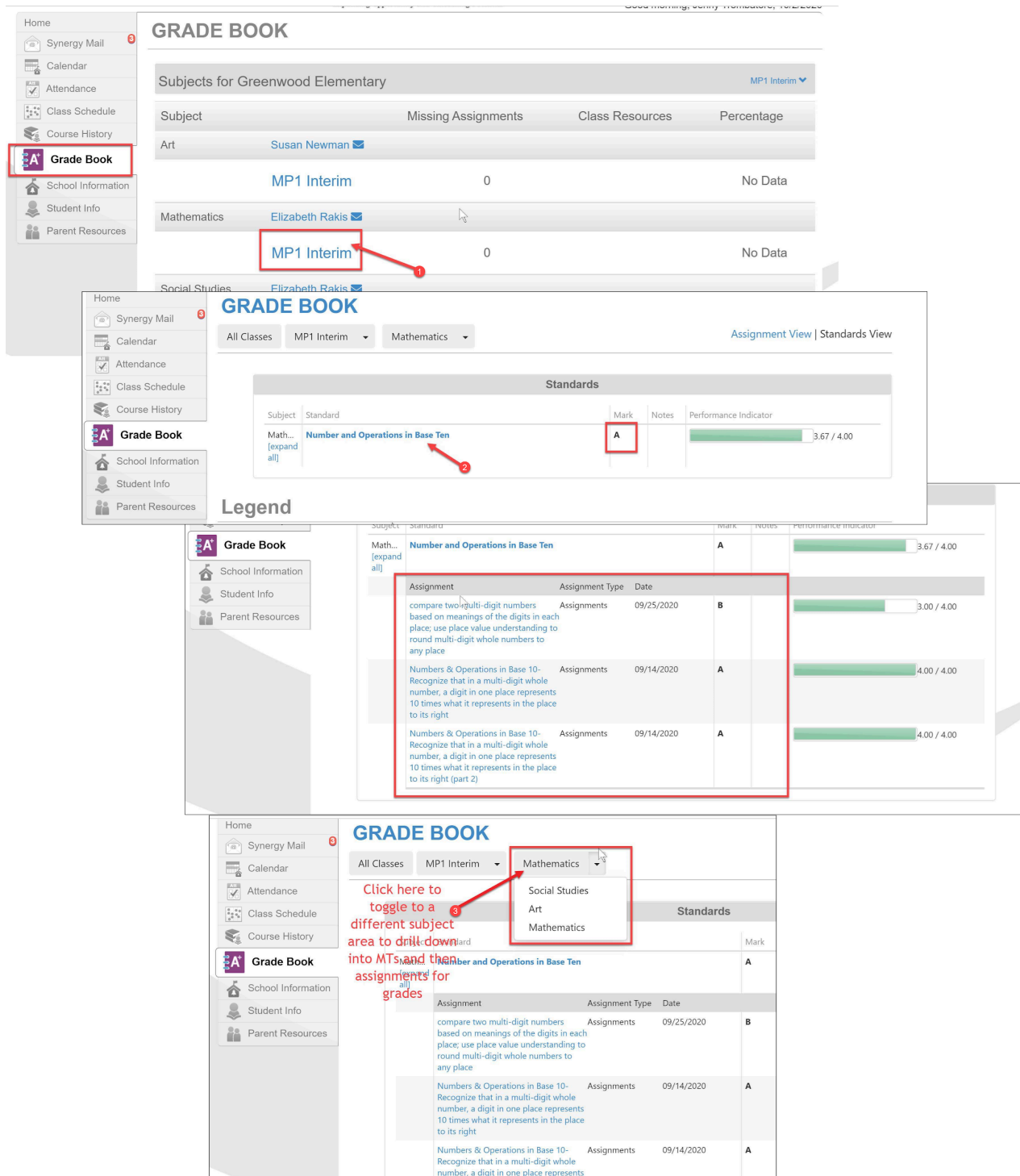
Assignment View (Right Panel):

The right panel shows the "Assignment View" for the selected class (Spanish 1A). It displays a table of assignments with the following columns: Date, Assignment, Assignment Type, Resources, Score, Score Type, Points, and Notes.

Date	Assignment	Assignment Type	Resources	Score	Score Type	Points	Notes
11/25/2020	Unit1.2_PS_Video of your asignaturas & uniles_RT	All Tasks / Assessments	0		Raw Score		
11/19/2020	Unit1.2_Writing task to prep for speaking task	Practice / Preparation	0		Raw Score		
11/17/2020	Unit1.2_PS_Flipgrid, qui hay en mi mochila? JNET	All Tasks / Assessments	0		Raw Score		
11/16/2020	1.2_IL_IR Quiz_School Supplies_RT	Practice / Preparation	0		Raw Score		

The assignment table is highlighted with a yellow circle 5.

Elementary Example



Screenshot 1: Main Grade Book View

Subjects for Greenwood Elementary

Subject	Missing Assignments	Class Resources	Percentage
Art	Susan Newman		
Mathematics	Elizabeth Rakis		
Social Studies	Elizabeth Rakis		

Screenshot 2: Standards View

Standards

Subject	Standard	Mark	Notes	Performance Indicator
Math...	Number and Operations in Base Ten	A		3.67 / 4.00

Screenshot 3: Assignments View

Assignments

Assignment	Assignment Type	Date	Mark	Notes	Performance Indicator
compare two multi-digit numbers based on meanings of the digits in each place; use place value understanding to round multi-digit whole numbers to any place	Assignments	09/25/2020	B		3.00 / 4.00
Numbers & Operations in Base 10- Recognize that in a multi-digit whole number, a digit in one place represents 10 times what it represents in the place to its right	Assignments	09/14/2020	A		4.00 / 4.00
Numbers & Operations in Base 10- Recognize that in a multi-digit whole number, a digit in one place represents 10 times what it represents in the place to its right (part 2)	Assignments	09/14/2020	A		4.00 / 4.00

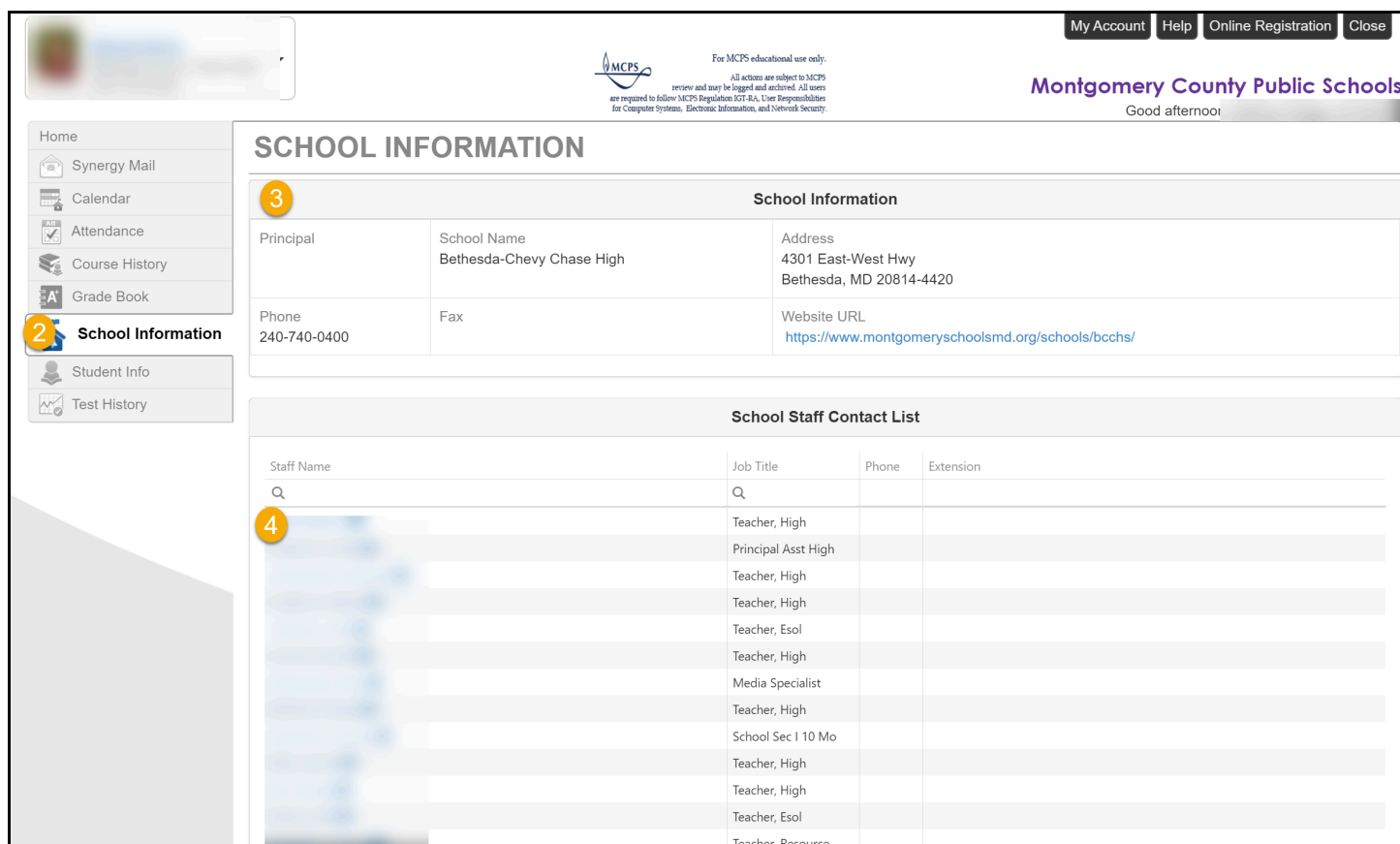
Navigation Instructions:

- Click on the **Grade Book** link in the left sidebar.
- Click on the **MP1 Interim** link under the **Mathematics** subject.
- Click on the **Mathematics** dropdown menu to toggle to a different subject area to drill down into MTs and then assignments for grades.

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.



Montgomery County Public Schools
Good afternoon

SCHOOL INFORMATION

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/

School Staff Contact List

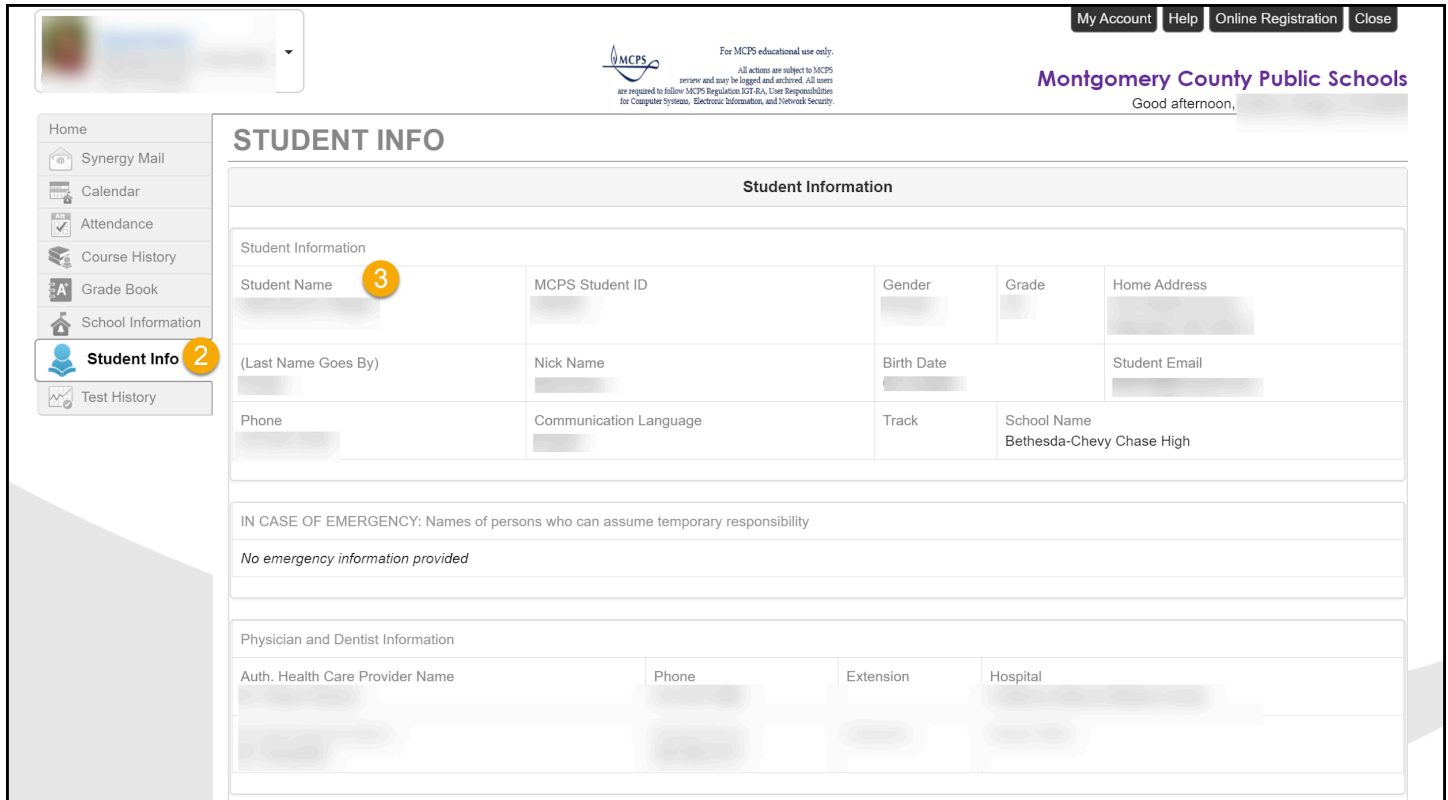
Staff Name	Job Title	Phone	Extension
Q	Q		
	Teacher, High		
	Principal Asst High		
	Teacher, High		
	Teacher, High		
	Teacher, Esol		
	Teacher, High		
	Media Specialist		
	Teacher, High		
	School Sec I 10 Mo		
	Teacher, High		
	Teacher, High		
	Teacher, Esol		
	Teacher Resource		

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.

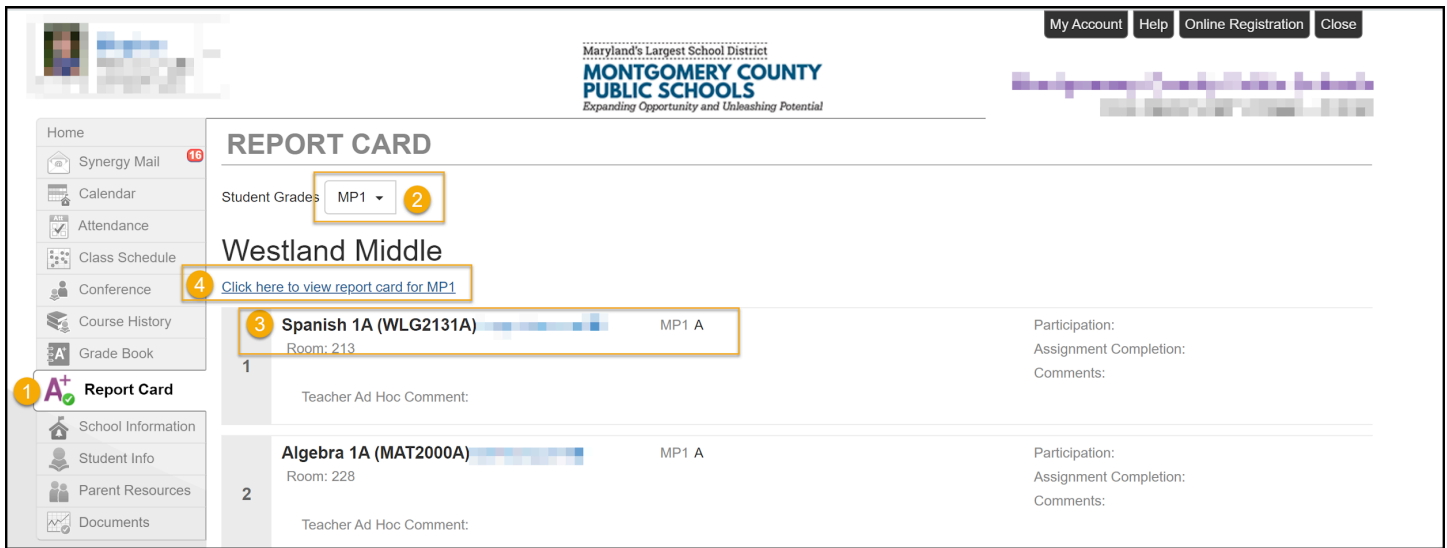


The screenshot shows the ParentVUE interface for Montgomery County Public Schools. The left sidebar contains navigation links: Home, Synergy Mail, Calendar, Attendance, Course History, Grade Book, School Information, **Student Info** (highlighted with a red circle and the number 2), and Test History. The main content area is titled "STUDENT INFO" and contains a "Student Information" section. This section includes a table with the following fields: Student Name (highlighted with a red circle and the number 3), MCPS Student ID, Gender, Grade, Home Address, (Last Name Goes By), Nick Name, Birth Date, Student Email, Phone, Communication Language, Track, and School Name (Bethesda-Chevy Chase High). Below the table is a section for emergency contact information, which currently shows "No emergency information provided". At the bottom is a section for "Physician and Dentist Information" with fields for Auth. Health Care Provider Name, Phone, Extension, and Hospital.

Report Card: How do I see my child's report card (secondary)?

Follow the steps below:

1. Click on **Report Card** in the left-side menu.
2. Choose the correct marking period.
3. Review grades for each course/class.
4. Click to view a PDF copy of the report card.




Report Card: How do I see my child's report card (elementary)?


And... Test Scores: How do I view standardized test reports such as MAP/NWEA?

Follow the steps below:


1. Click on **Documents** in the left-side menu.
2. Click on the test report you wish to view as a PDF.



[My Account](#)
[Help](#)
[Online Registration](#)
[Close](#)



[Home](#)
[Synergy Mail 16](#)
[Calendar](#)
[Attendance](#)
[Class Schedule](#)
[Conference](#)
[Course History](#)
[Grade Book](#)
[Report Card](#)
[School Information](#)
[Student Info](#)
[Parent Resources](#)


Documents 1

DOCUMENTS

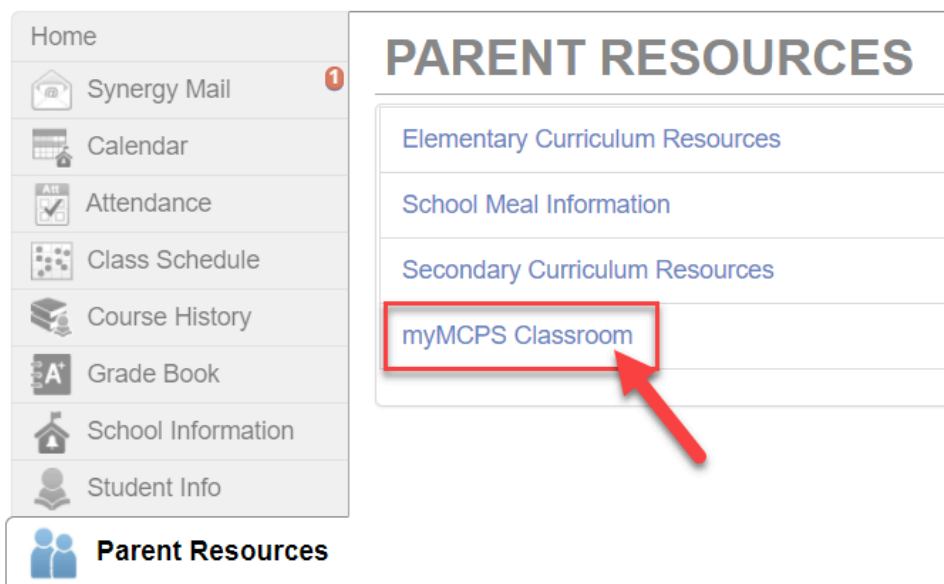
Upload Date	Document	Document Category
11/19/2020	MAP Report - Fall 2020	MAP Reports
11/20/2020	20-21 MP1 Report Card	Report Card
10/05/2020	20-21 Interim	Report Card

myMCPS Classroom: How do I see Student Classwork/Zoom Links?

Note: You will automatically be logged into myMCPS Classroom/Canvas if you enter myMCPS Classroom/Canvas via ParentVUE.

Follow the steps below:

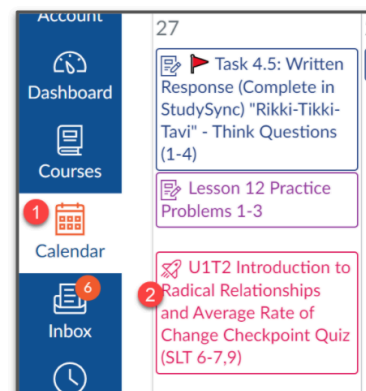
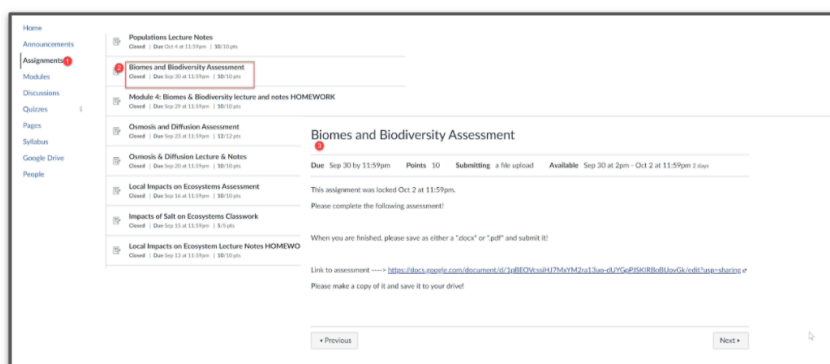
1. Click on **Parent Resources > MyMCPS Classroom** in the left-side menu.



2. Select one of your child's classes to review.



- Parents can check the assignment status, description and grade from the Assignment tab. Parents can also check assignment due dates and description from the calendar. Parents will not see feedback or the actual assignment



How do I access ParentVUE on a mobile device?

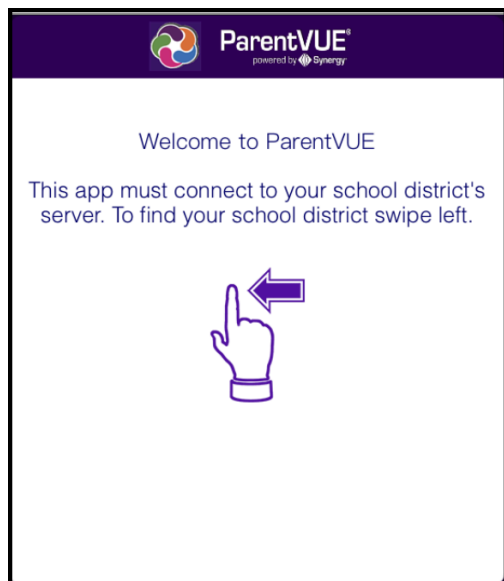
NOTE: Your ParentVUE account must first be activated through a web browser following the steps [above](#) before you can log into the mobile app.

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.

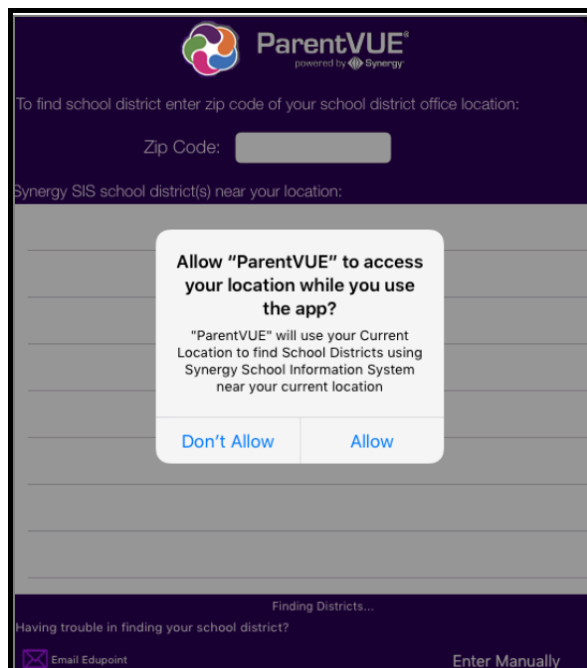
1. Download and install the mobile application(s).

ParentVUE	StudentVUE
Apple	Apple
Android	Android

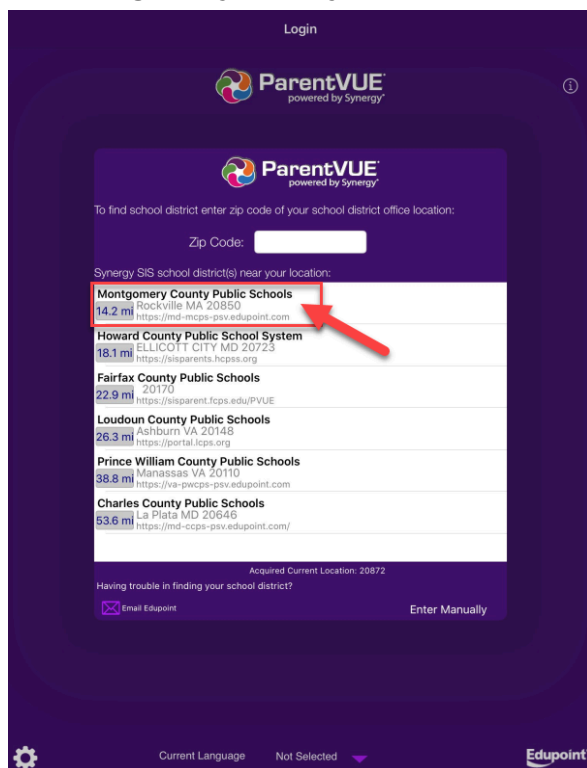
2. Launch the mobile application and swipe left to choose MCPS.



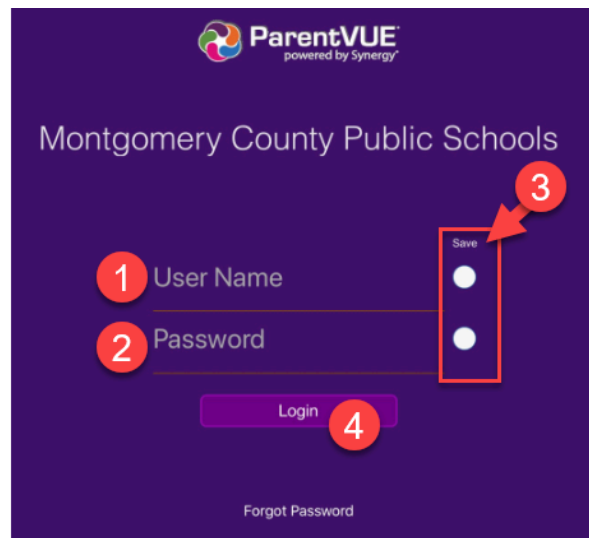
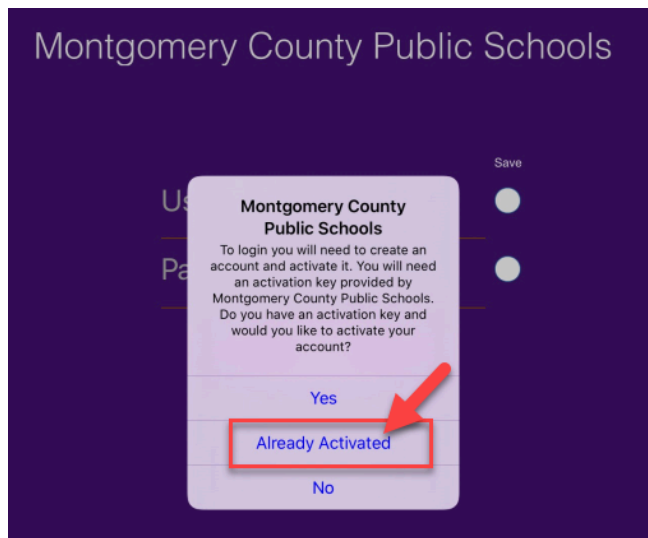
3. A message displays asking you to enable location services on your device. Choose Allow. You can also select Don't Allow and manually enter the zip code **20850**.



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?

View this [video](#) for an overview of the mobile app!

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.

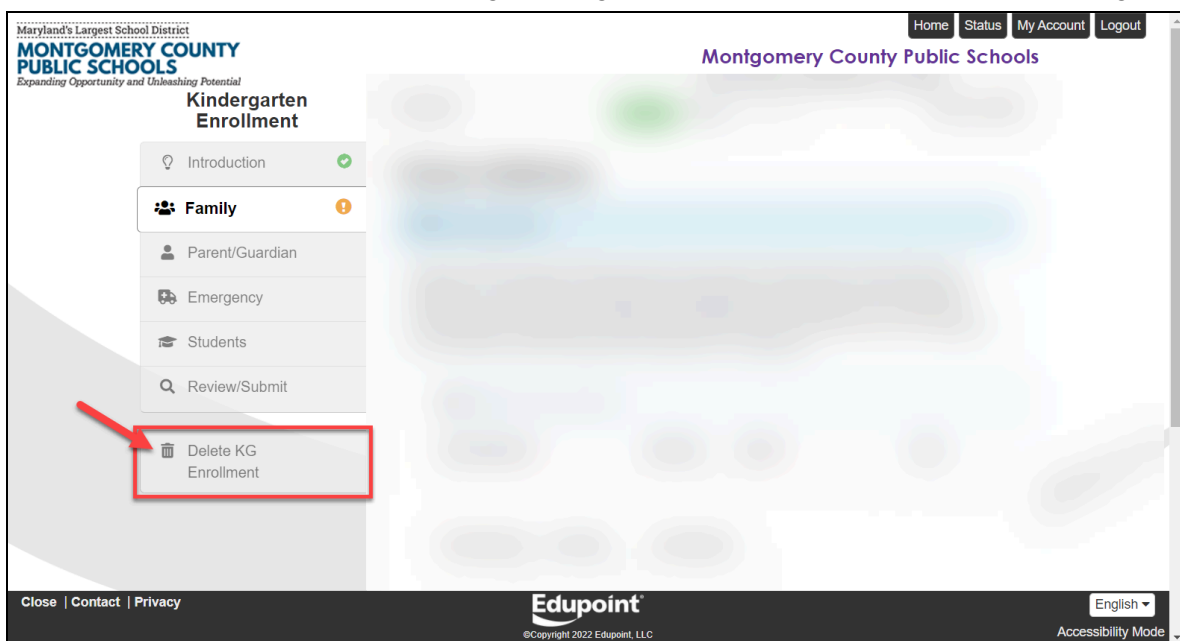
Resume Annual Verification

Start Over

[Save And Continue >](#)

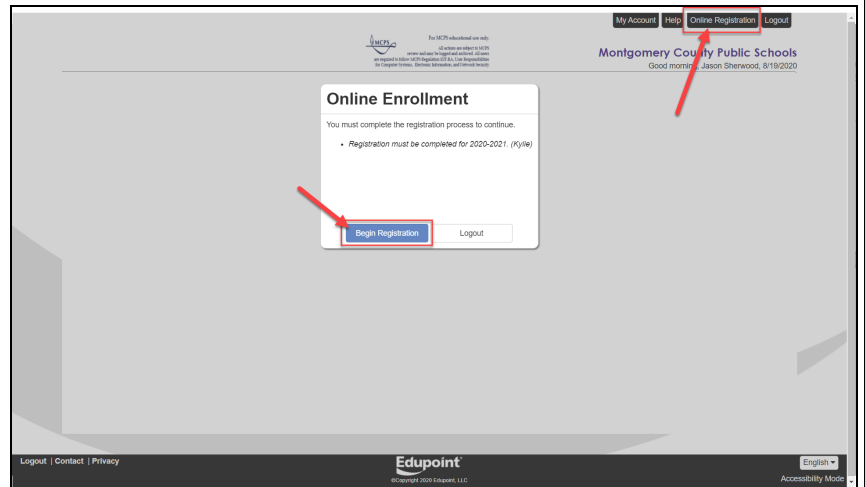
UPDATE (01/2022):

Online Registrations can now be deleted by the user (parent). This may be necessary if you need to end one registration in order to start another (i.e. deleting Kindergarten Enrollment to start an Athletic Registration)



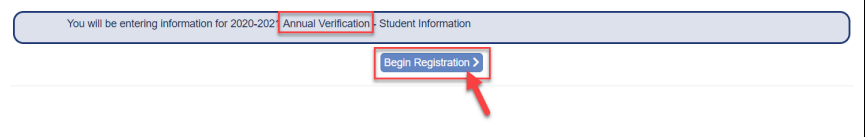
Navigating to Annual Verification:

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.



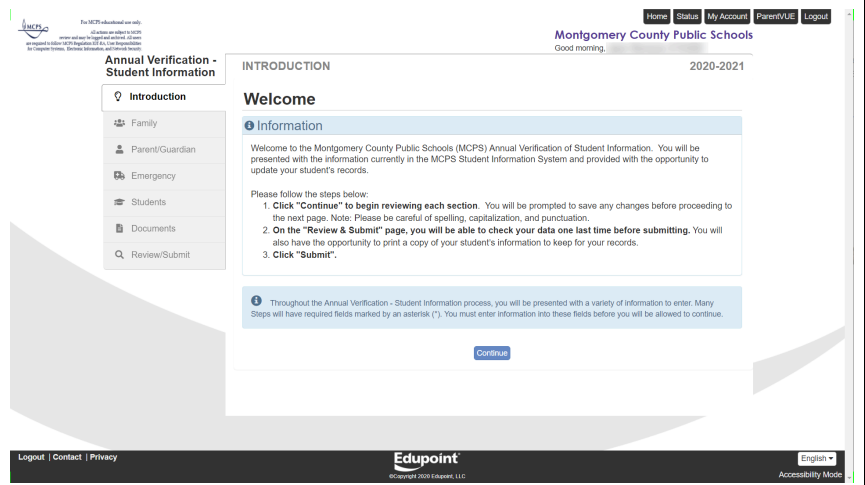
Begin:

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



Introduction - Welcome:

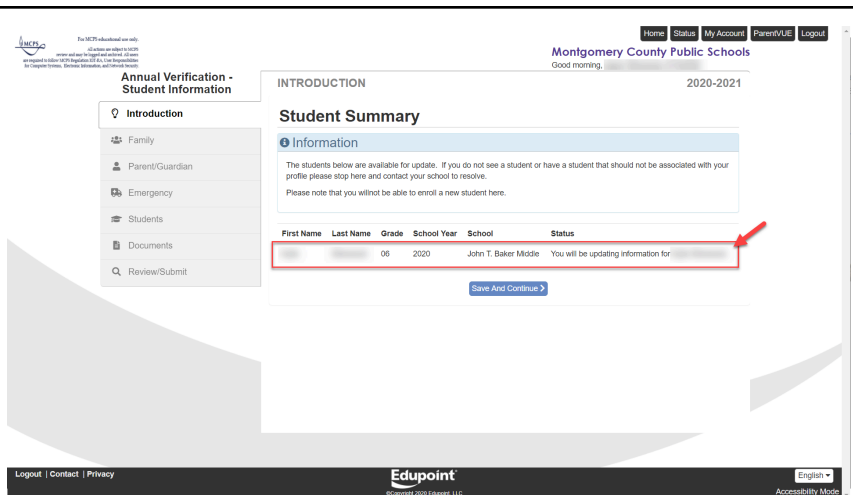
Review the directions on the welcome screen and click **Continue**.



Introduction - Student Summary:

Review the students that are available for you to update. Click **Save and Continue**.

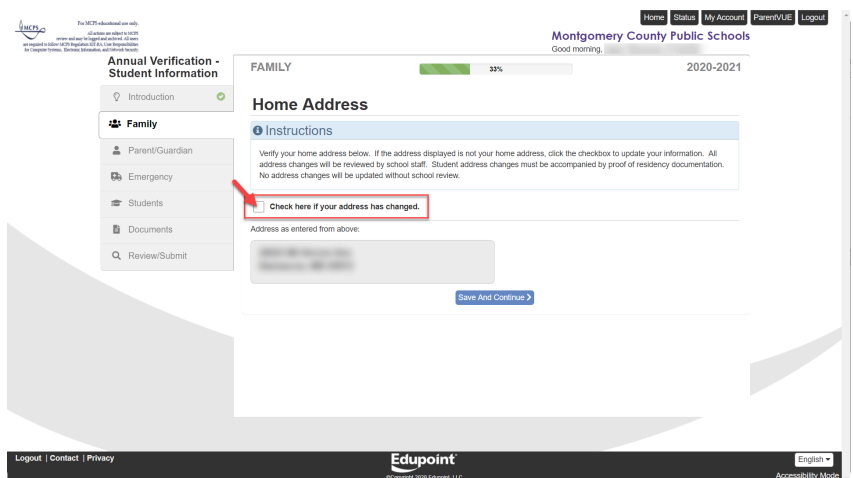
NOTE: If you believe there is an error in the students who are listed, or a student is not showing up, you will need to contact the school.



Family - Home Address:

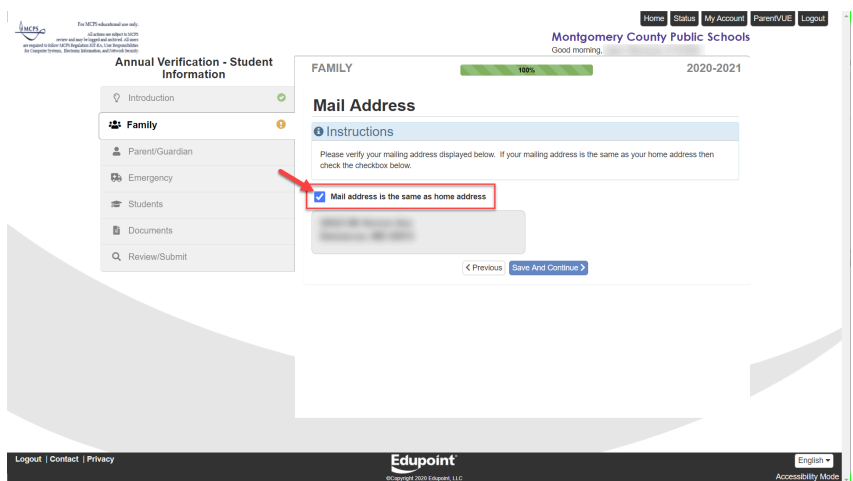
Verify your home address. If you need to make a change, check the box and enter the correct address. Click **Save and Continue**.

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

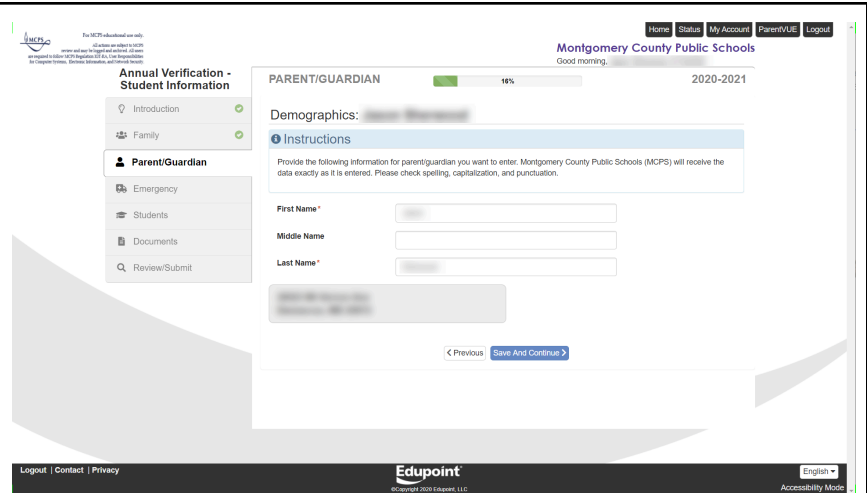


Family - Mail Address:

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**.

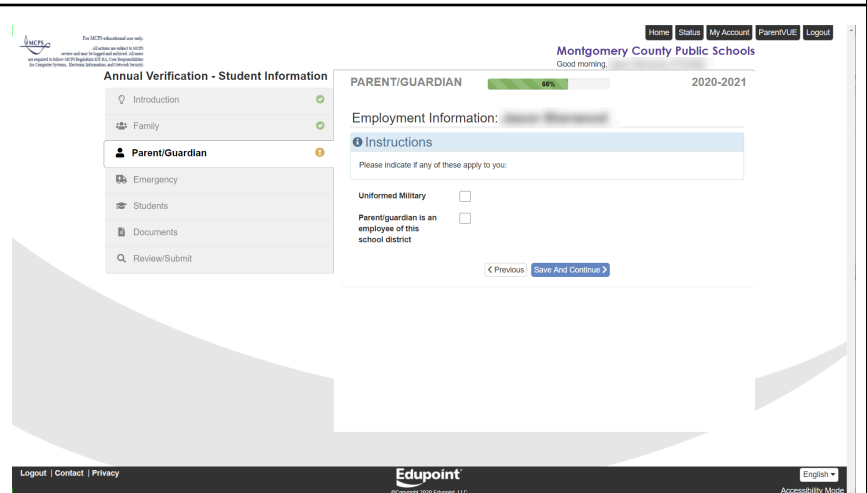


Parent/Guardian - Demographics:
Verify the spelling of your first and last name. Middle name is optional. Click **Save and Continue**.



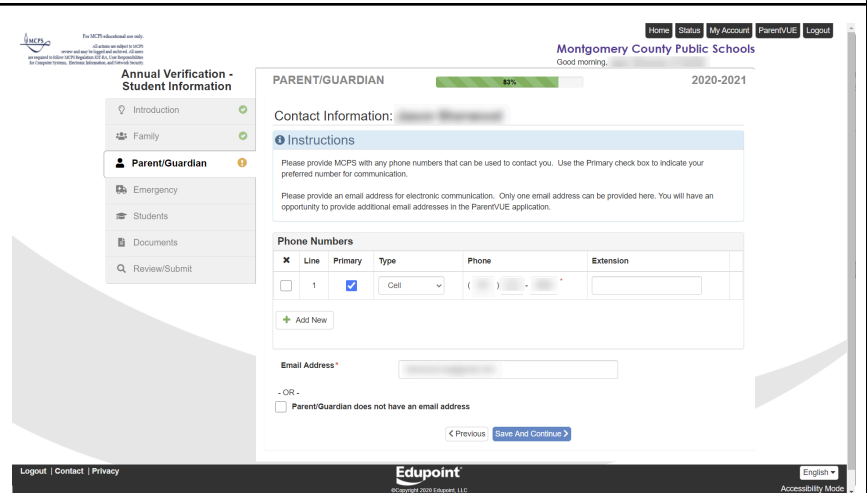
The screenshot shows the 'Parent/Guardian' section of the ParentVUE application. The progress bar indicates 16% completion. The 'Demographics' section is active, showing fields for First Name, Middle Name, and Last Name. A 'Save And Continue' button is visible at the bottom right.

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



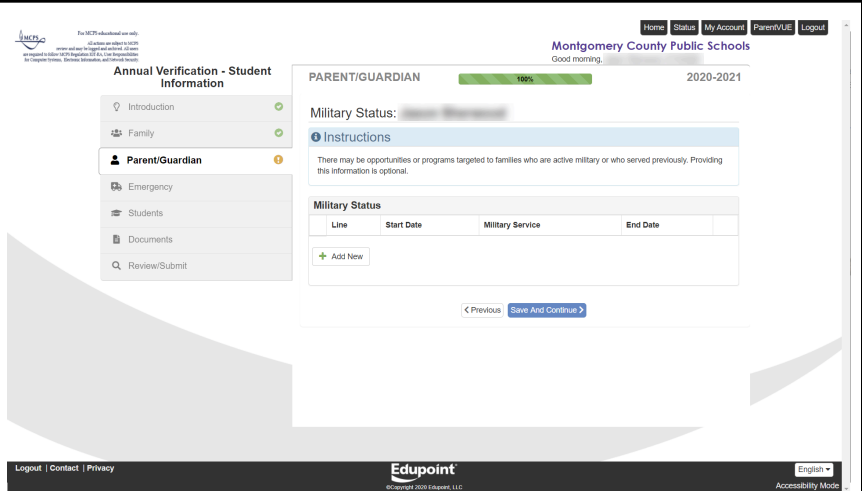
The screenshot shows the 'Parent/Guardian' section of the ParentVUE application. The progress bar indicates 66% completion. The 'Employment Information' section is active, showing checkboxes for 'Uniformed Military' and 'Parent/guardian is an employee of this school district'. A 'Save And Continue' button is visible at the bottom right.

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**.



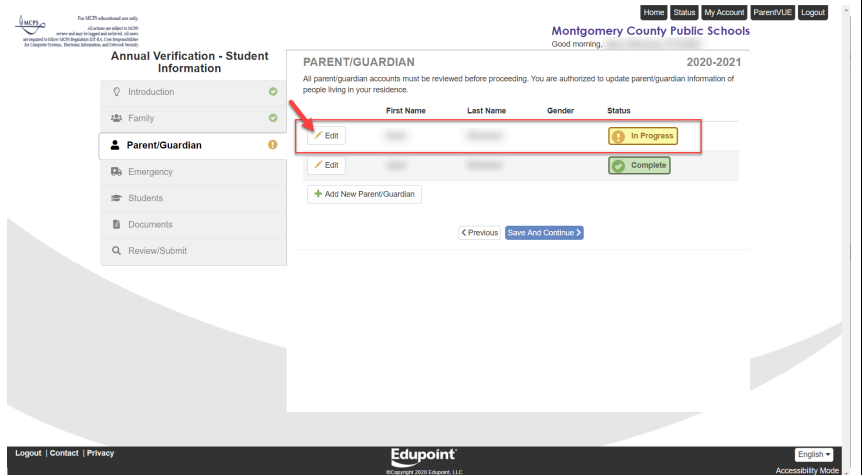
The screenshot shows the 'Parent/Guardian' section of the ParentVUE application. The progress bar indicates 83% completion. The 'Contact Information' section is active, showing fields for Phone Numbers (Line, Primary, Type, Phone, Extension) and Email Address. A 'Save And Continue' button is visible at the bottom right.

Parent/Guardian - Military Status:
Include military status if applicable. Click **Save and Continue**.

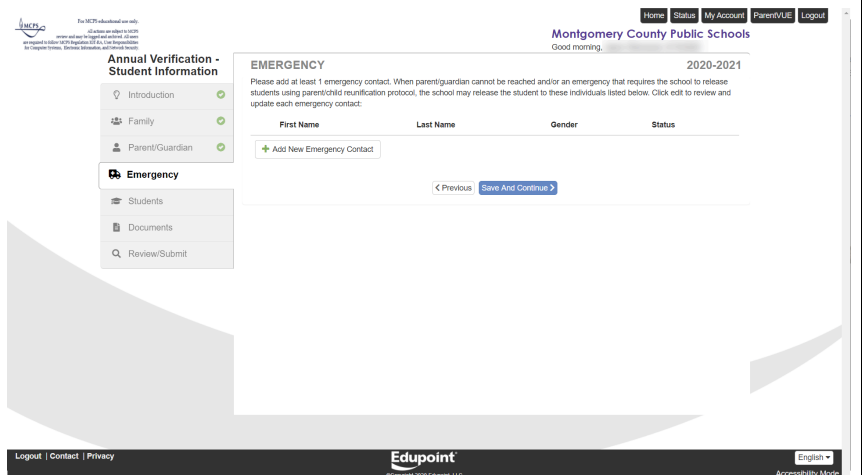


Parent/Guardian - Other Parent/Guardians:
Once you complete the verification of information for yourself, you will then be able to repeat the steps for any other parent/guardian that also share the same address. To verify their information, click the Edit button next to their name. When all eligible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

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

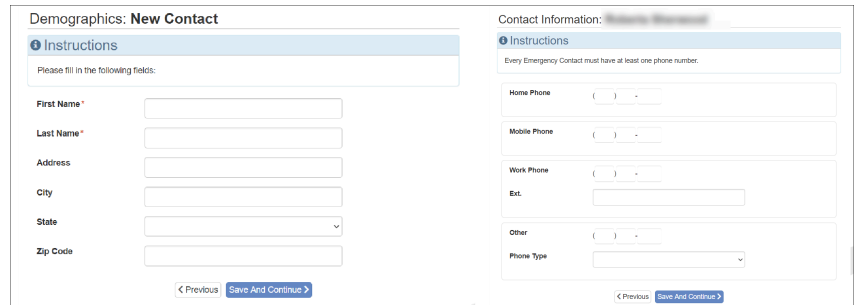


Emergency - Contacts:
Add at least one emergency contact by clicking the **Add New Emergency Contact** button.



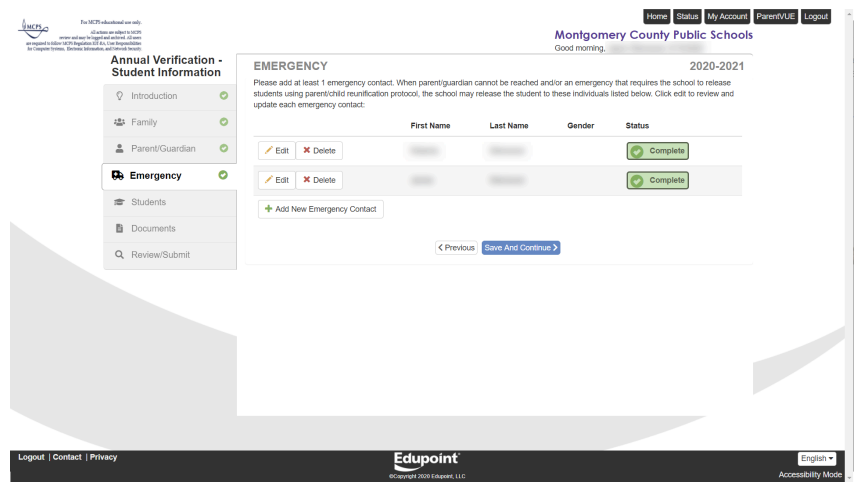
Emergency - New Contact Information:

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



Emergency:

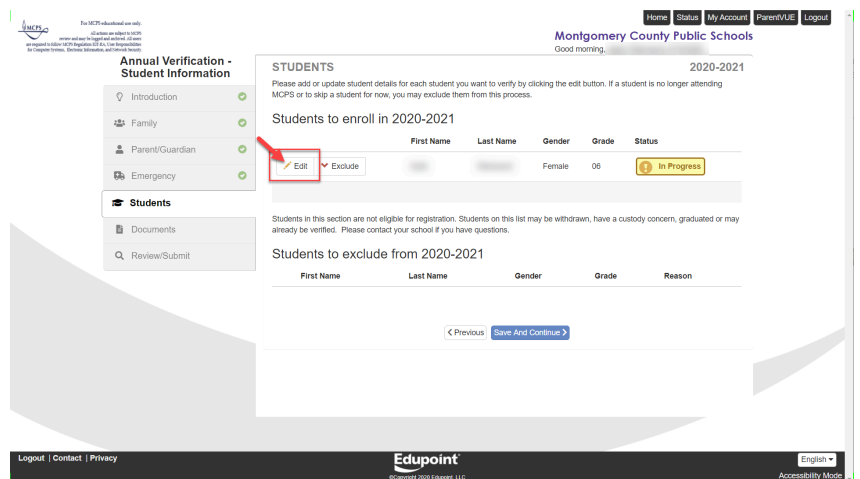
Once you have entered your emergency contacts, confirm that you get the green complete button for each, and then click **Save and Continue**.



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.

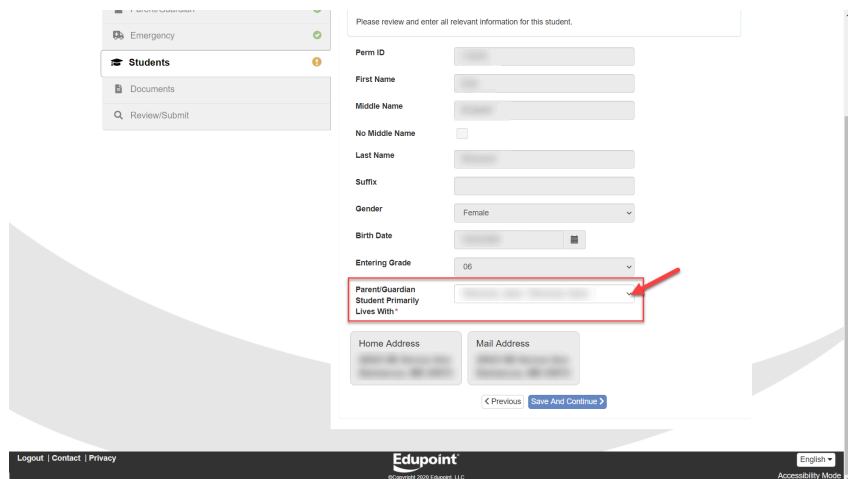
NOTE: If one or more students are no longer attending MCPS, or you want to skip a student for now and still be able to submit updates, you can click **Exclude** for those students.



Students - Home Address:

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

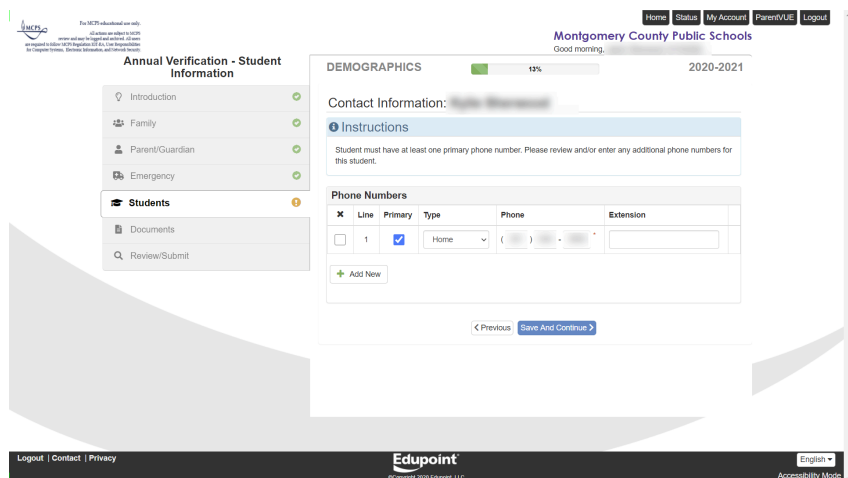
NOTE: If you see any errors in the student information fields that are grayed out, you will need to contact the school to make the correction.



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**.

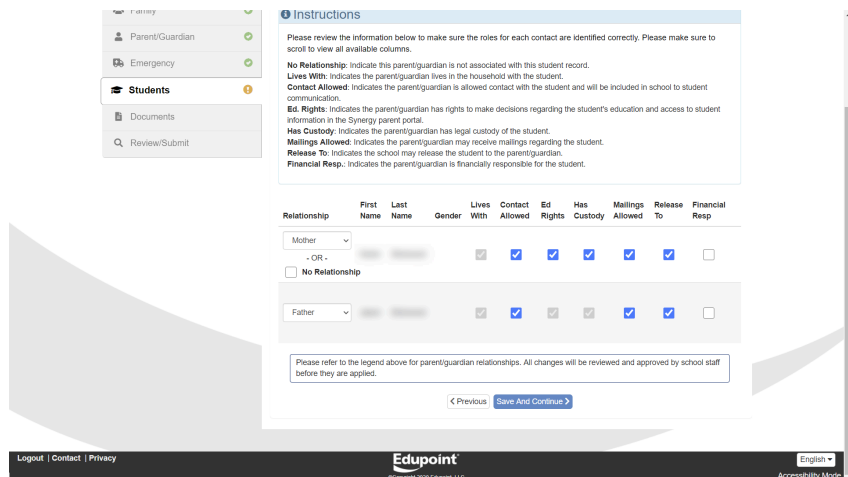
NOTE: By default, the parent home phone is listed as the primary phone number. If you wish to receive school communication to a different number, be sure to add the number and check the box marked **Primary**.



Students - Parent/Guardian Relationships:

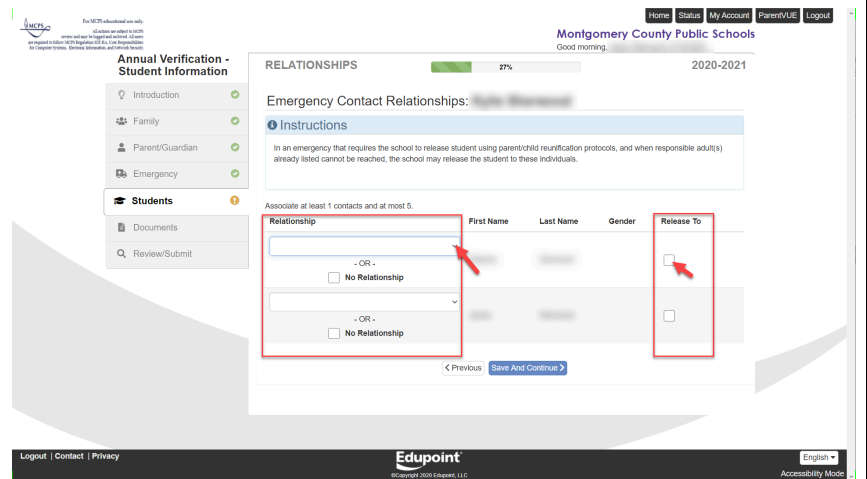
Indicate the relationship of each parent/guardian and make sure the correct roles are checked for each. Click **Save and Continue**.

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



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

RELATIONSHIPS 27% 2020-2021

Emergency Contact Relationships: [Redacted]

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.

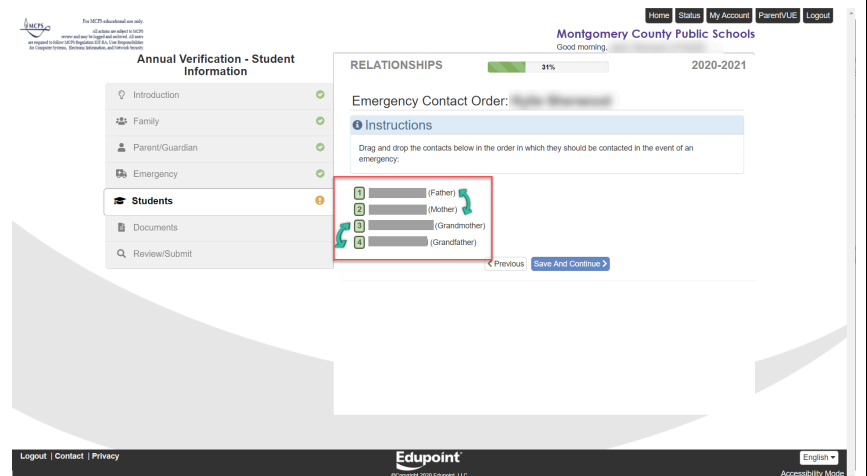
Relationship	First Name	Last Name	Gender	Release To
- OR -				<input type="checkbox"/>
<input type="checkbox"/> No Relationship				<input type="checkbox"/>
- OR -				<input type="checkbox"/>
<input type="checkbox"/> No Relationship				<input type="checkbox"/>

Previous Save And Continue

Logout | Contact | Privacy Edupoint

Students - Emergency Contact Order:

Click and drag the emergency contacts in the order they should be contacted. Click **Save and Continue**.



Annual Verification - Student Information

RELATIONSHIPS 31% 2020-2021

Emergency Contact Order: [Redacted]

Instructions: Drag and drop the contacts below in the order in which they should be contacted in the event of an emergency:

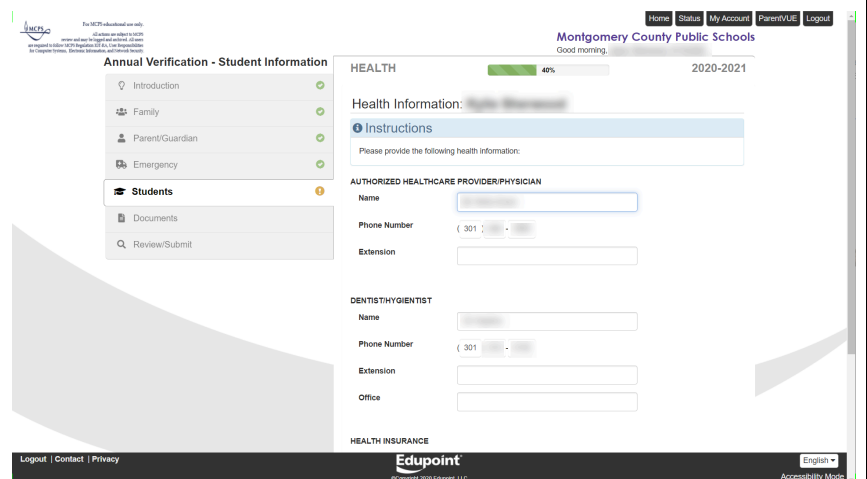
- (Father)
- (Mother)
- (Grandmother)
- (Grandfather)

Previous Save And Continue

Logout | Contact | Privacy Edupoint

Students - Health Information:

Provide information for physician, dentist, and health insurance. Click **Save and Continue**.



Annual Verification - Student Information

HEALTH 40% 2020-2021

Health Information: [Redacted]

Instructions: Please provide the following health information:

AUTHORIZED HEALTHCARE PROVIDER/PHYSICIAN

Name: [Redacted]

Phone Number: (301) [Redacted]

Extension: [Redacted]

DENTIST/HYGIENIST

Name: [Redacted]

Phone Number: (301) [Redacted]

Extension: [Redacted]

Office: [Redacted]

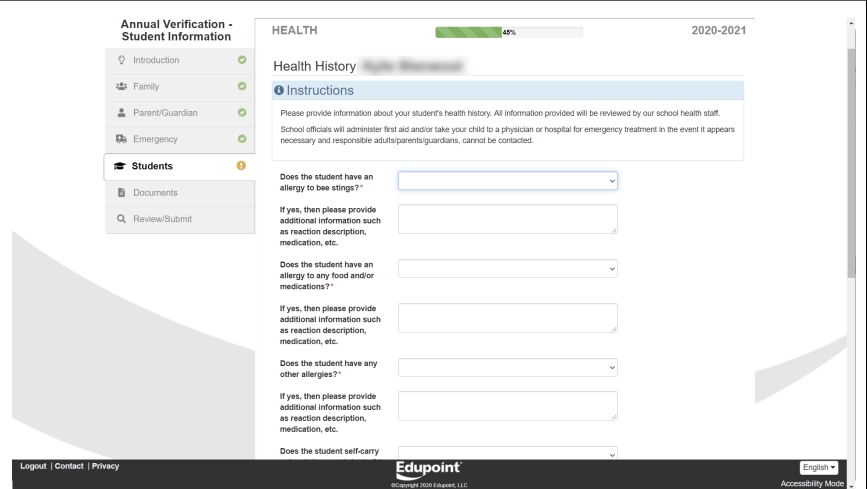
HEALTH INSURANCE

Previous Save And Continue

Logout | Contact | Privacy Edupoint

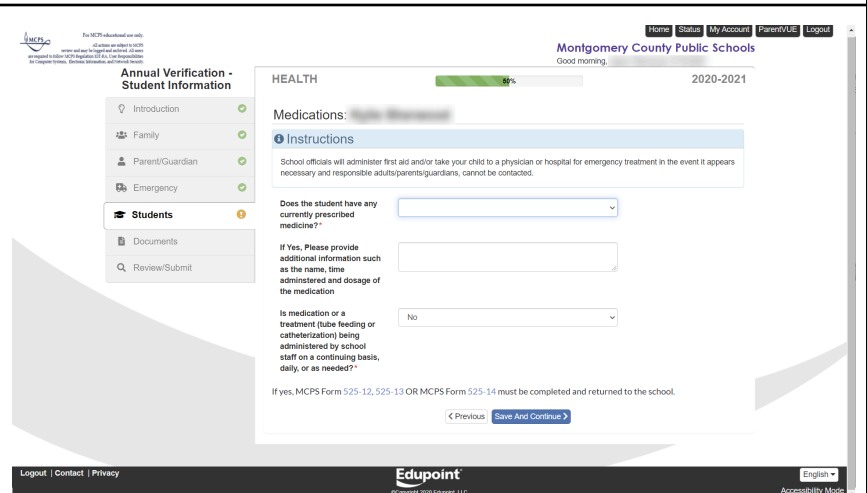
Students - Health History:

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**.



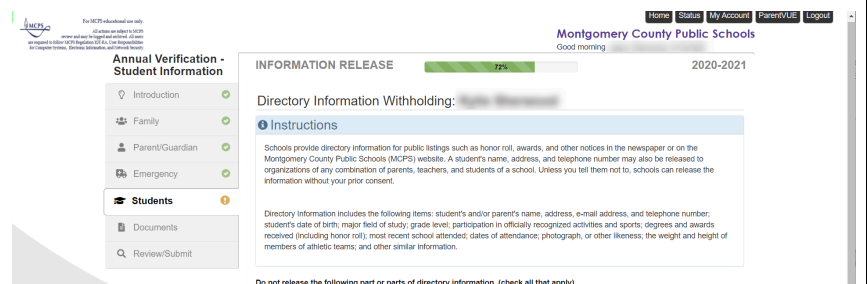
Students - Medications:

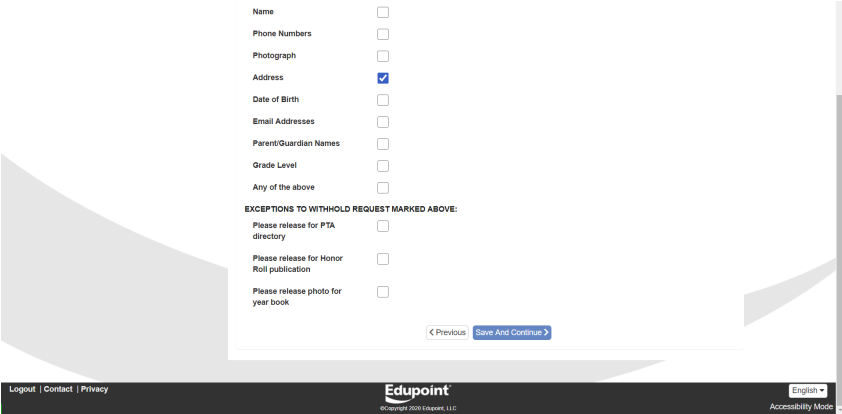
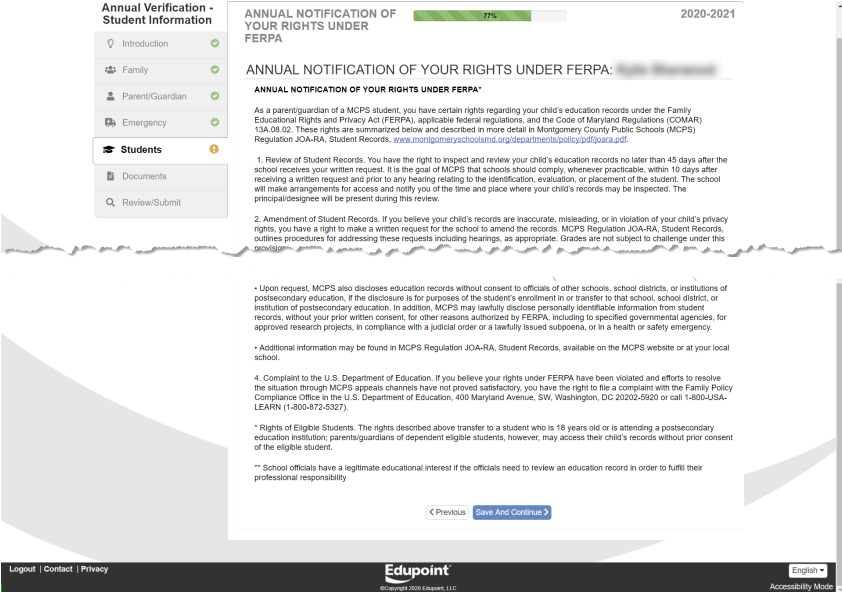
Provide information about prescribed medications or treatments. If you answer Yes to any question, please provide more detail and complete the required forms as needed. Click **Save and Continue**.



Students - Directory Information Withholding:

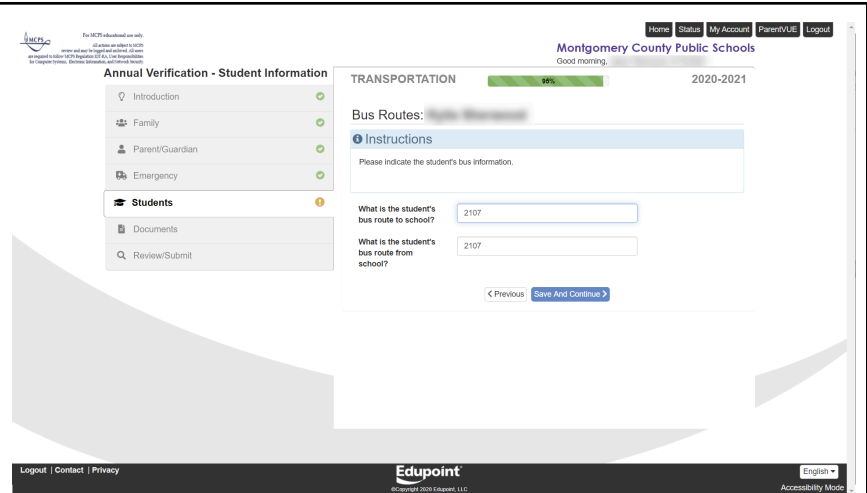
If you wish to withhold any directory information, check the boxes for each category. If you do not want **ANY** information released, you can just check the box **Any of the Above**. You can also check the exceptions for any withholding request in the bottom section. Click **Save and Continue**.



	
<p>Students - FERPA Rights Review the Annual Notification of Your Rights Under FERPA and click Save and Continue.</p>	

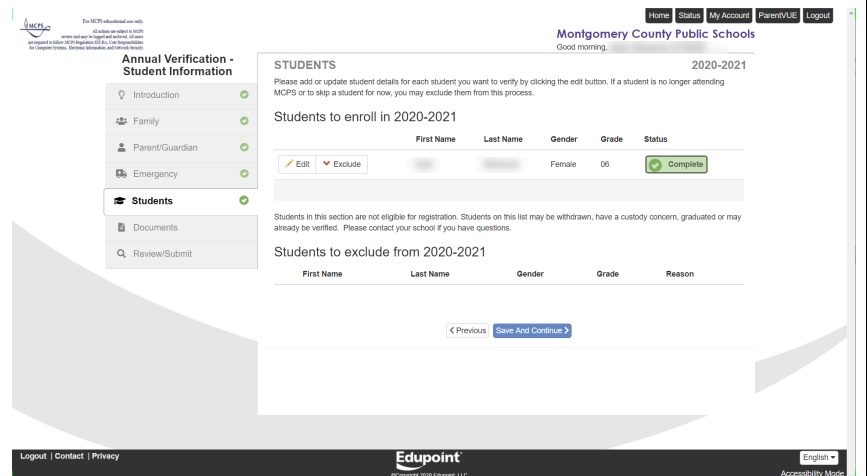
Students - Bus Routes

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



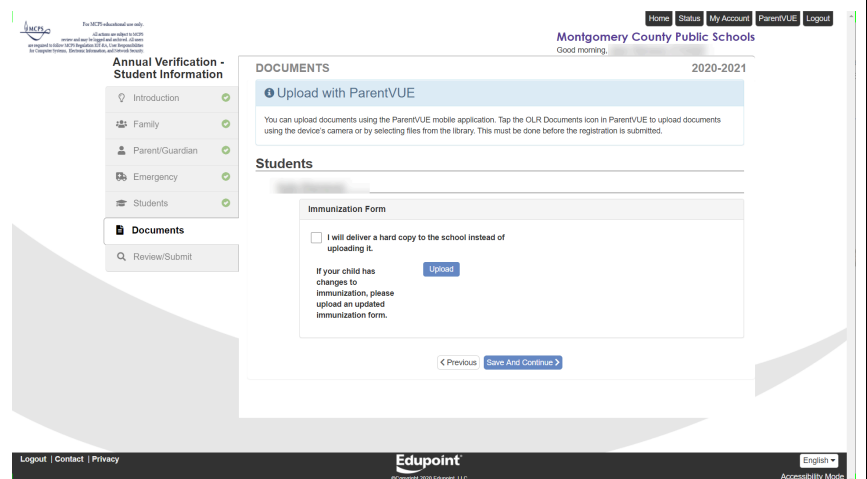
Students - Review

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**.



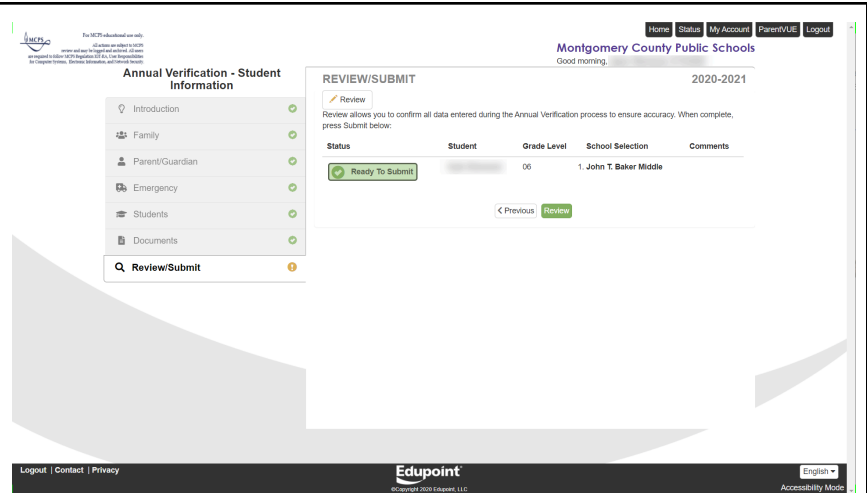
Documents - Upload or Deliver:

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**.



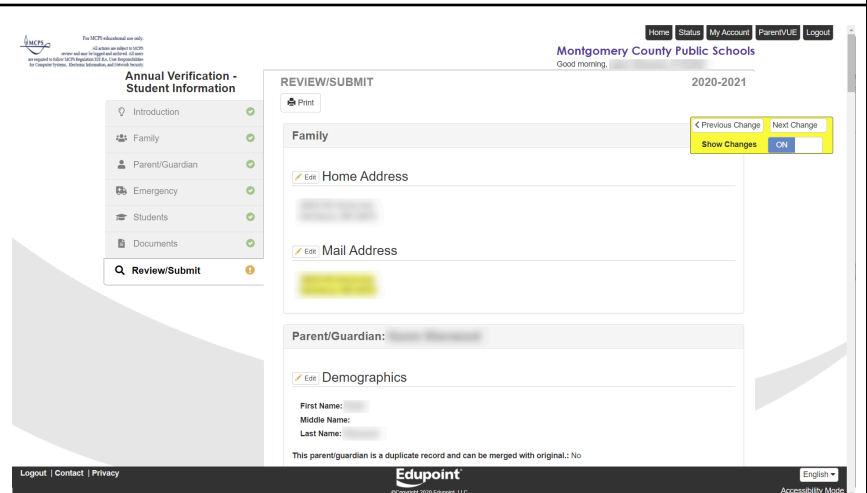
Review/Submit:

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



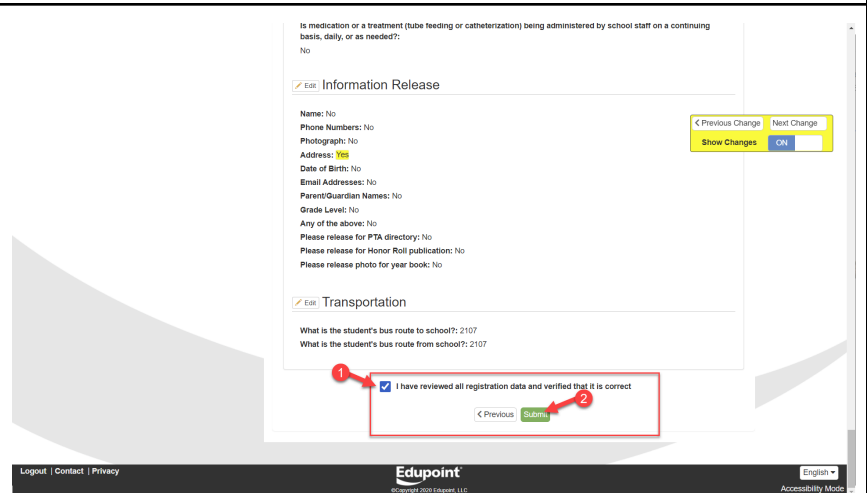
Review/Submit:

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.



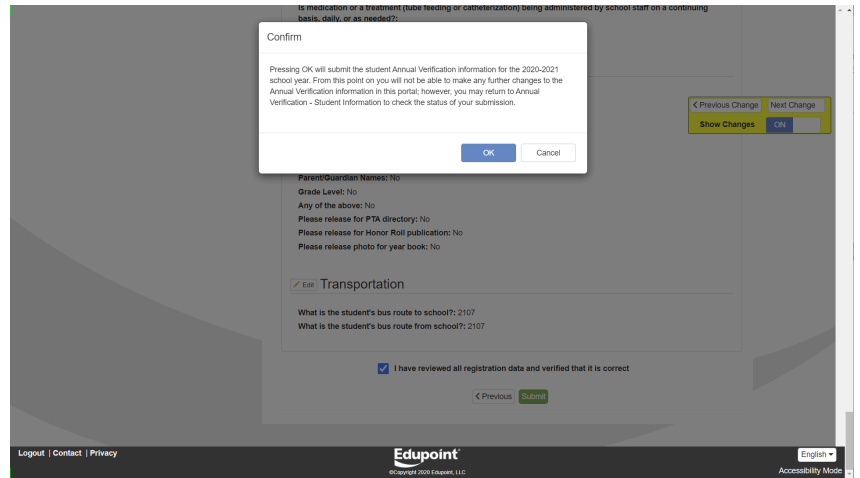
Review/Submit:

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



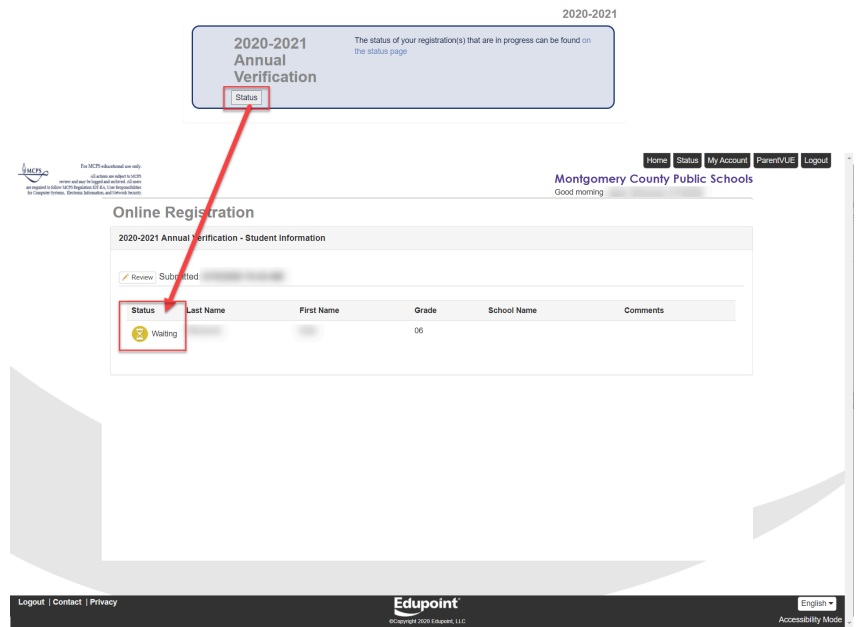
Review/Submit - Confirm:

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



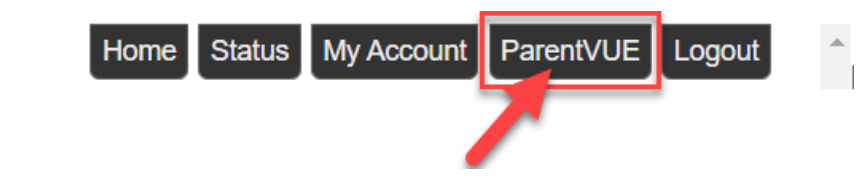
You are done!

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.



Status	Last Name	First Name	Grade	School Name	Comments
Waiting			06		

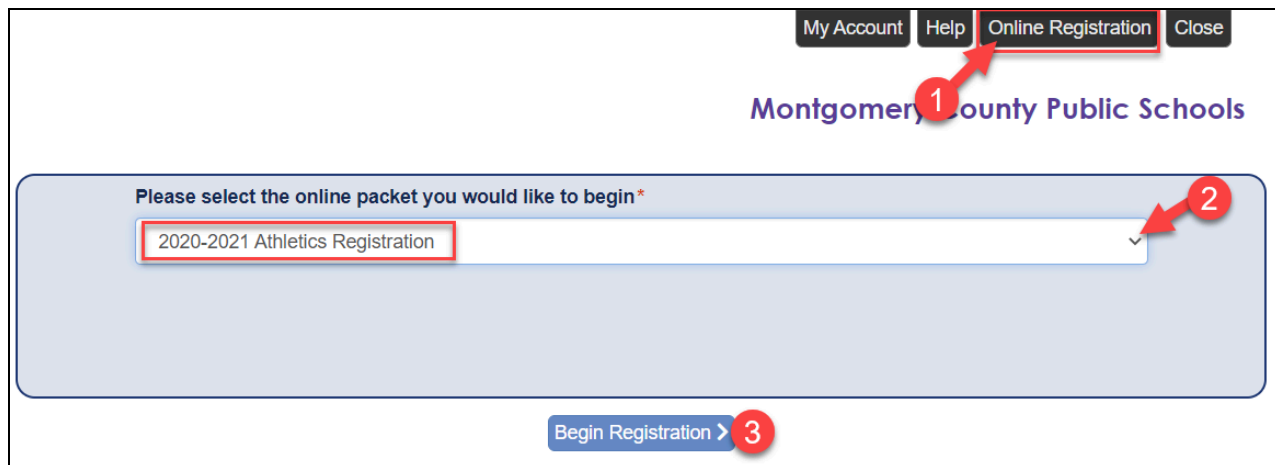
To return to **ParentVUE**, click the **ParentVUE** tab in the upper right hand corner.




How do I complete online Athletic Registration?

Athletic Registration is completed in ParentVUE using Online Registration. After logging into ParentVUE:

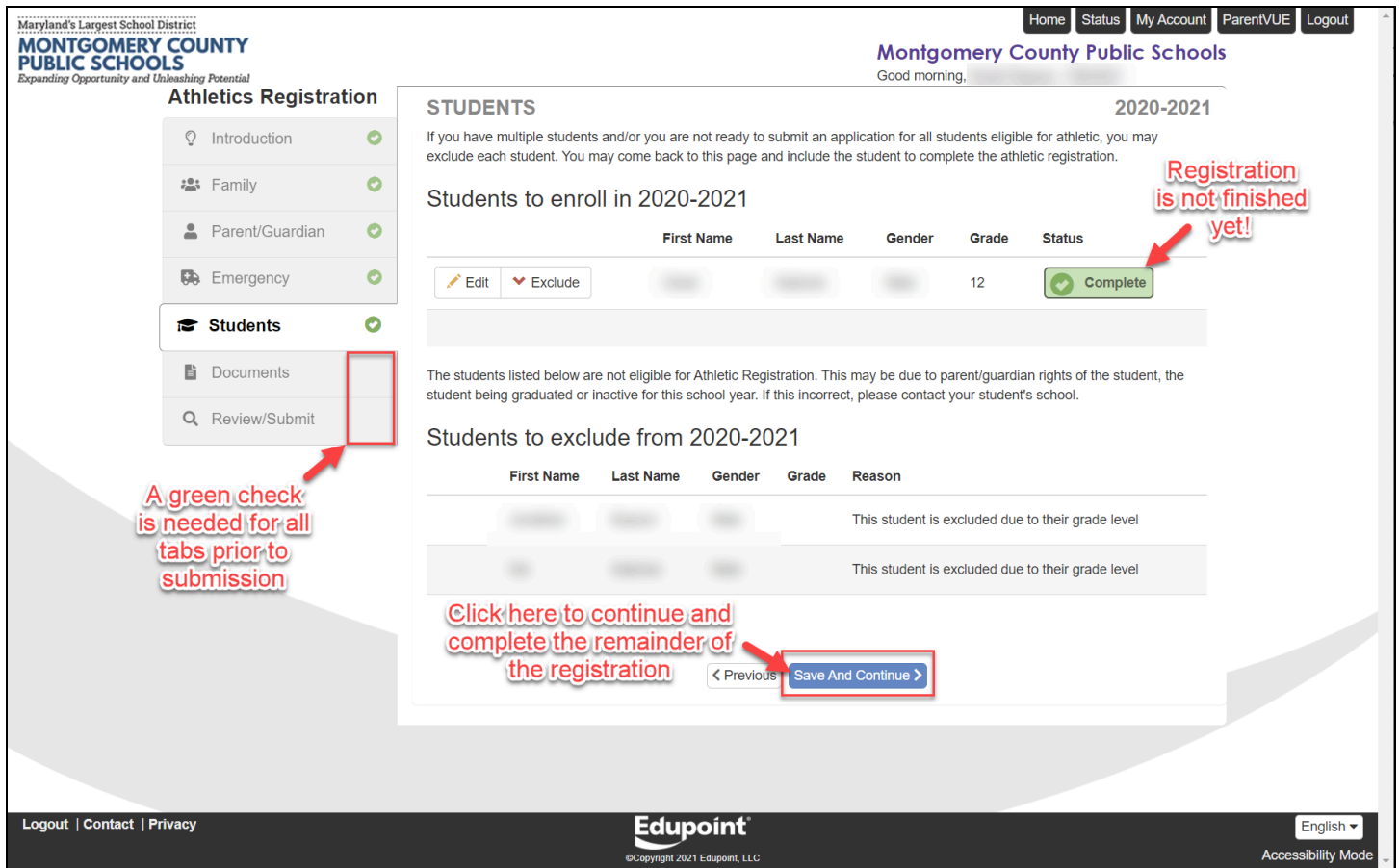
1.



For a complete breakdown of all Athletic Registration screens, please refer to our [Athletic Registration Support Guide](#) for parents.

 Here are some common errors that may prevent your registration from being completed successfully:

1. At the end of the **“Student”** section of the registration, you will see a green **“Completed”** button to indicate all information has been entered for the student. However, this is not the end of the registration. You must save and continue through the rest of the registration so that all tabs have a green checkmark next to them. On the final screen, you will be prompted to review all information one last time before you are able to **“Submit”**.



MONTGOMERY COUNTY PUBLIC SCHOOLS
Expanding Opportunity and Unleashing Potential

Montgomery County Public Schools
Good morning.

2020-2021

STUDENTS

If you have multiple students and/or you are not ready to submit an application for all students eligible for athletic, you may exclude each student. You may come back to this page and include the student to complete the athletic registration.

Students to enroll in 2020-2021

First Name	Last Name	Gender	Grade	Status
			12	Complete

[Edit](#) [Exclude](#)

The students listed below are not eligible for Athletic Registration. This may be due to parent/guardian rights of the student, the student being graduated or inactive for this school year. If this is incorrect, please contact your student's school.

Students to exclude from 2020-2021

First Name	Last Name	Gender	Grade	Reason
				This student is excluded due to their grade level
				This student is excluded due to their grade level

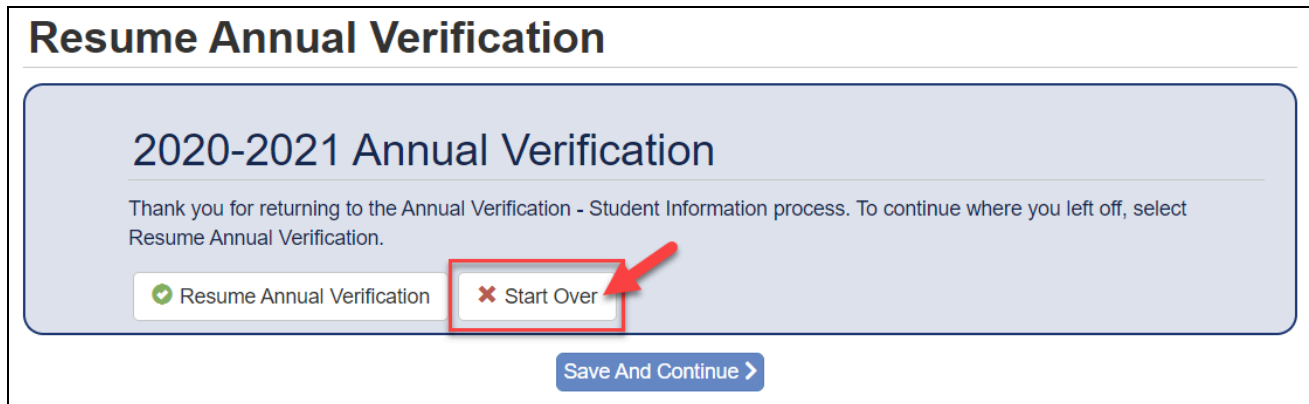
[Save And Continue](#)

[Logout](#) | [Contact](#) | [Privacy](#)

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English [Accessibility Mode](#)

- If another online registration is in progress (i.e. annual verification), you will not be able to start a new athletics registration. To start an athletic registration, you will need to choose "Start Over" when you return to the online registration screen.



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](#)

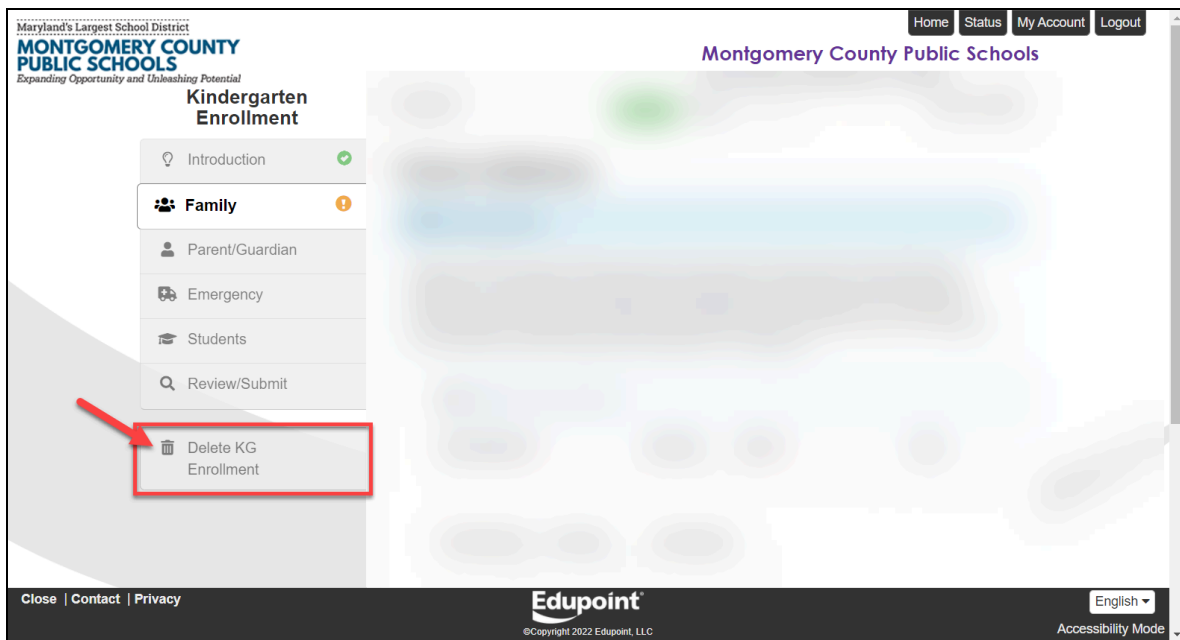
[Save And Continue](#)

- If a previous online registration submission of any type is still pending, you will not be able to start a new registration. Therefore, you will need to contact your child's school to inform them that a previous online registration submission requires approval.

Review Submitted: 1/26/2021 11:45 AM					
Status	Last Name	First Name	Grade	School Name	Comments
 Waiting					

UPDATE (01/2022):

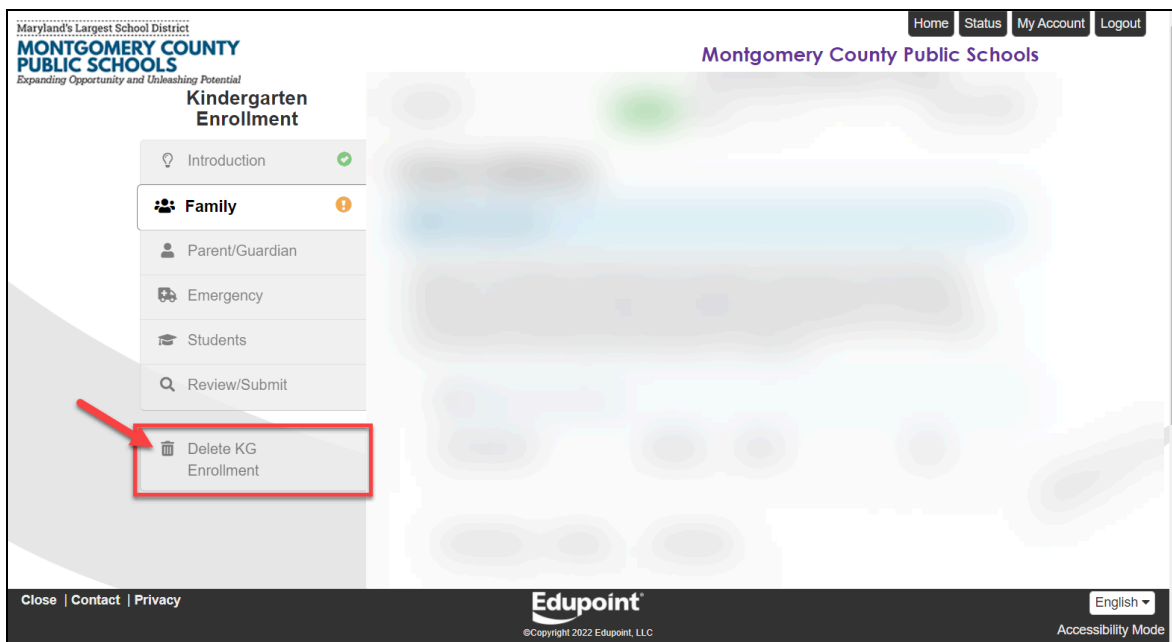
Online Registrations can now be deleted by the user (parent). This may be necessary if you need to end one registration in order to start another (i.e. deleting Kindergarten Enrollment to start an Athletic Registration)



How do I enroll a new student to MCPS?

UPDATE (01/2022):

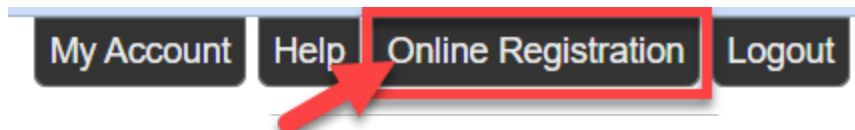
Online Registrations can now be deleted by the user (parent). This may be necessary if you need to end one registration in order to start another (i.e. deleting Kindergarten Enrollment to start an Athletic Registration)



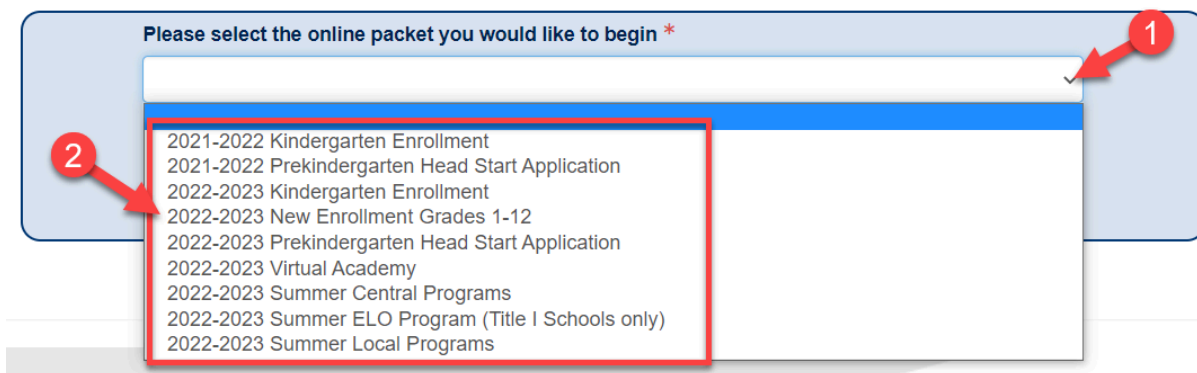
New Student Enrollment Directions

Enrollment of new students to MCPS will be completed in **ParentVUE** using **Online Registration**. If you currently have a ParentVUE account, follow these directions:

1. Log into ParentVUE and click on the **Online Registration** button in the upper right hand corner of your ParentVUE screen.



2. Select the correct enrollment option from the menu.



Please select the online packet you would like to begin *

- 2021-2022 Kindergarten Enrollment
- 2021-2022 Prekindergarten Head Start Application
- 2022-2023 Kindergarten Enrollment
- 2022-2023 New Enrollment Grades 1-12
- 2022-2023 Prekindergarten Head Start Application
- 2022-2023 Virtual Academy
- 2022-2023 Summer Central Programs
- 2022-2023 Summer ELO Program (Title I Schools only)
- 2022-2023 Summer Local Programs

3. Click “Begin Registration”.

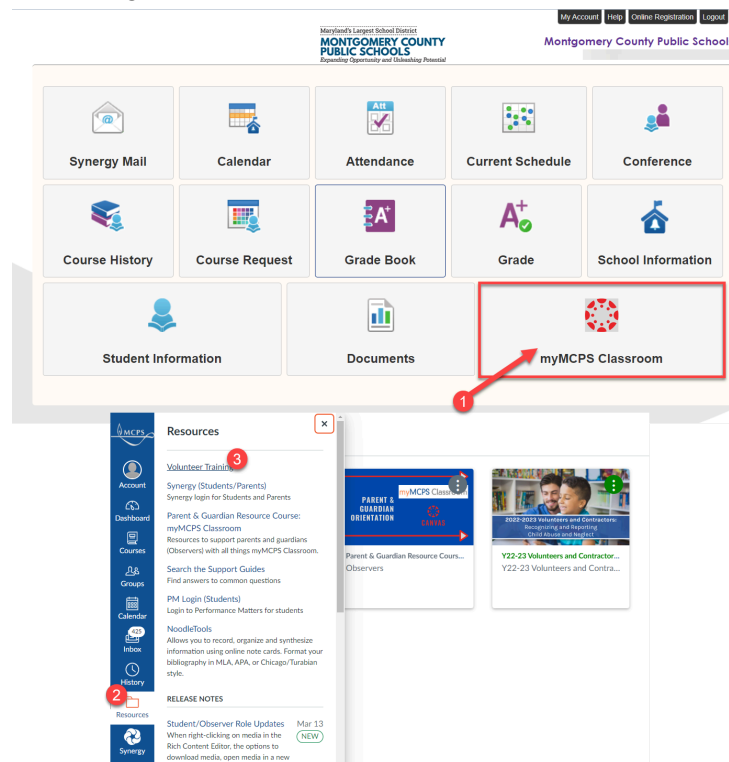
[Begin Registration >](#)

For more information about enrolling students, including directions for parents that are new to MCPS, please visit our [Getting Started with Kindergarten Online Registration](#) or [Getting Started with Online Registration for Grades 1-12 Enrollment](#) support guide.

Please Note: Parents of **PEP/Pre-K/Headstart** or any other students who are already in the MCPS system (were previously enrolled or tested in MCPS), should not use Online Registration in ParentVUE to enroll these students for the next school year. Instead, please contact the school of enrollment directly to have them enroll your student for you with the existing student record on file.

How do I enroll in Volunteer Training?

ParentVUE allows parents to log into their myMCPS Classroom (also known as Canvas) account in order to enroll in the online Volunteer Training course.



For more information and a complete list of directions for registering and completing the training, please review our [Volunteer Training Support Guide](#).

FAQ's

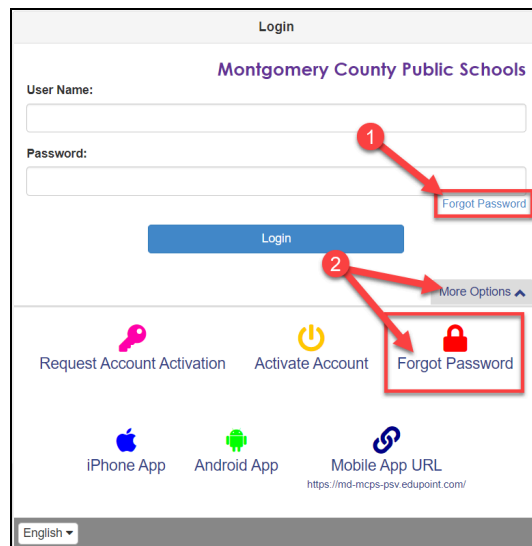
How do I reset my ParentVUE password?

Parents can reset their ParentVUE passwords using either of the two links available from the login screen:

1. Click on the "Forgot Password" link below the Password field; or
2. Click "More Options" in the bottom right corner and then click the icon for "Forgot Password"

Follow the prompts to enter the email address associated with your ParentVUE account and then check your inbox (including your spam or junk folder) for an email from

NoReplySynergy@mcpsmd.org with a link to change your password.



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/emails, each associated with different children?

In some cases, duplicate parent accounts may exist in our system. If you received multiple letters/emails, please complete this [form](#) or contact your child's school so they can merge the accounts together. If known, 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 Wednesday of pre-service week for teachers. 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.