



ParentVUE: Online Registration

TUSD Register/Enroll

Please visit the Register/Enroll page to learn more about your options:

http://www.tusd1.org/Register-Enroll

You'll Need a ParentVUE Account

- Whether you have children continuing at TUSD or you have a child new to the district, you can complete registration online.
- All you need is a ParentVUE account. If you already have a ParentVUE account, you're ready to go!
 - ParentVUE: parent.tusd1.org
- If you are new to Tucson or unsure if you have a ParentVUE account, please contact the school where you want to register for assistance.
- If you have children in multiple schools, all their registrations can be completed through Online Registration.
- You do not have to complete the registration in one session. You can log out and resume where you left off when you log back in. You also have the option to start over. See <u>Resume Registration/Start Over</u> on p. 14.
- If you have questions, please call or visit your school office. There's also additional ParentVUE information online.
- These instructions do not walk you through every screen. Online Registration is designed to be intuitive. However, a few select screens are included to provide helpful information.
- Online Registration (OLR) Is Not Available Through ParentVUE Mobile App: You cannot complete Online Registration using the mobile app. You can, however, use a web browser on your mobile device (or computer) to sign on to the web version of ParentVUE to complete OLR. ParentVUE Web Version: https://parent.tusd1.org.

Begin Registration

1. Once you are logged in to **ParentVUE**, you can go to your **Messages** area and click the link for Online Registration that says **Begin Registration**. Or, you can click **Online Registration** in the upper right.

Marcia Blenman Elementary (520-232-6500)		My Account Help Online Registration Close
(020 202 0000)		
and the second se		Good morning, Carol Brady, 1/14/2021
Home	SSAGES	
	JOAOLO	
messages		Next Page
	Date	Subject
Calendar	Date	Subject
Attendance	01/14/2021	Online Enrollment is Currently Open Begin Registration

- 2. Select Registration Year: In the screen that appears, select the school year you want to register for and click Begin Registration.
 - 2021-2022 THIS YEAR

	• 2022-2023 NEXT YEAR	
	Home Status Tucson Unified Scho Good morning.	My Account ParentVUE Logout OI District 10/4/2021
SEL	ECT REGISTRATION TO BEGIN	
	 '2020-2021 If you have not registered your student(s) for the 2021-22 school year, please select "2021-2022 THIS YEAR" If you are registering for the 2022-23 school year Select "2022-2023 NEXT YEAR" to update your student's registration. Si no ha inscrito a su(s) estudiante(s) para el año escolar 2021-22, seleccione "Registro en línea 2021-2022". Nota: tiene la opción de aprendizaje en persona o remoto ¿Ya lleno el registro para el año escolar 2021-2022 y desea el aprendizaje remoto para su estudiante? Seleccione "2021-2022 Remote Learning" para actualizar el registro de su estudiante. Nota: sol lene esta sección si desea el aprendizaje remoto. Todos los estudiantes serán inscritos automáticamente a escuela en persona al menos que elija esta opción. 	
	V 2021-2022 THIS YEAR 2022-2023 NEXT YEAR Begin Registration)	
Close Contact Privacy		English Español Accessibility Mode 🚽

Complete Online Registration

Welcome Page

Online Registration screens are designed to walk you through the process. Following are a few of the unique screens that benefit from additional explanation. In general:

- **New-to-district parents:** Enter the information you are prompted for to complete registration.
- **Parents with students at TUSD:** Review and accept or change the information displayed to complete registration.

Getting Help: If you need help completing Online Registration, please contact the school office where you are registering.

INTRODUCTION INTRODUCTION INTRODUCTION Velcome Information Please Note: The following schools require district placement in order to enroll for the first tim neighborhood. If you are interested in enrolling your child at one of these schools for the first	20XX-20XX
Introduction Welcome Family Parent/Guardian Please Note: The following schools require district placement in order to enroll for the first time neighborhood. If you are interested in enrolling your child at one of these schools for the first	
Family Parent/Guardian Please Note: The following schools require district placement in order to enroll for the first tir neighborhood. If you are interested in enrolling your child at one of these schools for the first	
Parent/Guardian Please Note: The following schools require district placement in order to enroll for the first tin neighborhood. If you are interested in enrolling your child at one of these schools for the first	
neighborhood. If you are interested in enrolling your child at one of these schools for the first	me unless you live in the school
eighborhood, please see this Placement Application. If you are interested in applying to any schools please cell School Computity Society at 520, 225, 6400 or sectification and any horizon of the section of the secti	it time and live outside the γ of TUSD's other neighborhood
Students Panillan Basis Cualculum Manast	continuing.
Documents	
Review/Submit Davis Bilingual Elementary Magnet Dodge Traditional Magnet Middle Dodge Traditional Magnet Middle Dodge Traditional Magnet Middle	
Drachman K-5 Montesson Magnet Holladay Magnet Elementary enrollment Mansfeld Middle Magnet School Mans Belle McCorkle K-8 (grades 6-8 only)	
Miles Exploratory Learning Center K-8 Palo Verde High Magnet School Rose K-8 (grades 6-8 only) Roskruge Bilingual K-8 Magnet Tucson High Magnet School	
Tully Elementary Magnet	Search/Man
You may complete your online registration at this time if. • your child is listed on the following page as already enrolled at one of these schools or • you live within one of these school's neighborhood boundary or • you are interstead in any of TLISP; others neighborhood schools	

The Welcome page displays a list of schools that require district placement in order to enroll for the first time unless you live in the school neighborhood. If you are interested in enrolling your child at one of these schools for the first time and live outside the neighborhood, please see this Placement Application.

To see your neighborhood schools, enter your address at https://gismaps.pagnet.org/SchoolSearch/Map

You may complete your online registration at this time if:

• Your child is listed on the following page as already enrolled at one of these schools or

- · You live within one of these school's neighborhood boundary or
- You are interested in any of TUSD's other neighborhood schools

Introduction/Student Summary

		Home Status My Account ParentVUE Logo Tucson Unified School District Good afternoon, Carol Brady. 1/14/2021
	Online Registration	INTRODUCTION 2010/
		Student Summary
	-amily	Information
Parent/Guardian	Parent/Guardian	Please review the list of students below before continuing.
	Emergency	If you do not see and have access to register all the students that you should, please STOP NOW and work with the student's current school to correct this. (If you have a student who is brand new to TUSD you will have an opportunity to add them later in the process.)
	🞓 Students	
	Documents	First Name Last Name Grade School Year School Status
	Q, Review/Submit	Marcia Brady 2020 Blenman Elementary You will be updating information for Marcia Brady
	Delete Full enrollment	Save And Continue

Parents with continuing TUSD Students: This screen displays a list of those students. If you don't see a child who should be listed, contact the child's preferred school for the coming year before completing OLR.

New-to-TUSD Parents: If you have no children attending a TUSD school, this screen displays no students.

If you do not see and have access to register all the students that you should, please STOP NOW and work with the student's current school to correct this. (If you have a student who is brand new to TUSD you will have an opportunity to add them later in the process.)

Electronic Signature

	Home Status My Account ParentVUE Loge Tucson Unified School District Good afternoon, Carol Brady, 1/14/2021
Online Registration ♀ Introduction	INTRODUCTION 20XX-20XX
Stamily	Please enter your first and last name below as it appears in upper right-hand corner of screen
Parent/Guardian	By typing your name below and pressing the button at the base of the page you attest that you are the account holder, are authorized to provide the information and areas that the information consider is accurate to the base of your knowledge.
Emergency	Electronic Signature* Carol Brady
🞓 Students	
Documents	Save And Commue
Q, Review/Submit	
Delete Full enrollment	

Type your **Electronic Signature**. This must match the name on the account that appears in the greeting in the upper right.

Click Save and Continue.

Review, Accept, or Change Information

Starting with the **Family** section, for continuing students you will review, accept, add or change information and click **Save and Continue** to proceed through the various screens and sections. For students new to the district, you will be entering new information.

If a screen indicates the status of a record is **In Progress**, you will need to edit it so that the **Status** changes to **Complete**. Just click the **Edit** button or the **In Progress** button. You may also have the option to **Exclude** or **Delete** the record.

Screen Elements

As you proceed, please take note of the common screen elements that help you navigate Online Registration.

• **Progress Bar:** The progress bar at the top of each screen indicates how much you have completed in each section as you proceed.

63%

- Navigation Menu: In the Navigation menu on the left, completed sections display a green check mark

 Incomplete sections display a yellow exclamation mark
 All sections have to be completed before you can submit.
- **Required Fields:** A red asterisk (*) indicates a required field.

City*	State*	Zip Code*	+4	
Tucson	AZ 🔻	85757		

- In Progress Indicator: Click to complete information.
- Complete Indicator: Information complete. Complete
- **Previous/Save and Continue:** These navigation buttons appear at the bottom of screens.

<< Previous Save And Continue >>

• Add/Edit/Exclude/Delete Buttons: Some screens include function buttons that allow you to modify the information.

💉 Edit	✓ Exclude	× Delete
+ Add N	New Student	

Resume Registration/Start Over

.

Not able to complete the process in a single session? If you stop the enrollment process and log out, Online Registration saves the entered information. Then, when you log in

again, you can click **Resume Registration** to pick up where you left off or **Start Over**. See <u>Resume Registration</u> on p. 14.

Family/Home Address

Parents with continuing students at TUSD: We have an address in our system. This screen displays that address for you to review.

Parents new to TUSD: No address displays yet. You will enter it in this screen.

Home Address	
Check here if your address has	; changed.
Address as entered from above:	
3426 E Glenn St	
Tucson, AZ 85716	
	Save And Continue

If your address has changed, click the checkbox and the address fields appear for you to enter a new address as explained above.

	Home Status My Account Parent
	Tucson Unified School District Good morning, Carol Brady, 1/19/2021
Online Registration	FAMILY 33% 20XX 20XX
Introduction	20^^-20^^
🛎 Family	Home Address
Daront/Cuardian	Check here if your address has changed.
- Falenvouarulan	Date of the address change
Emergency	MM/DD/YYYY 🖬
Students	0 2444
Documents	2 2444
0. 5	Stree 2444 N FORGEUS AVE ion Direction Street*
Keview/Submit	12 TOCSON, Arizona 65/16 N V Park
E Dalata Sull	2444 N Forgeus Av 85716 Turson
enrollment	Type Type Unit Number
	A\ 2444 N FORGEUS AVE
	City' Manage addresses Zip Code* +4
	Iuwon / 85/19
	Address as entered from above:
	1201 N Park Av
	Tucson, AZ 85719
	Sava And Continue

Start typing your address in the **Search** field. The system prompts you with matching addresses.

Select your address from the matching results and the screen completes the information.

Confirm the address and click Save and Continue.

Parent/Guardian

					Home Status My Account Pare	entVUE Logout
				Tucso Good mo	n Unified School District rning, Carol Brady, 1/19/2021	
	Online Registration	PARENT/GUARDIA	N 209	6	20XX-20XX	
	Introduction				2077-2077	
	🔹 Family 📀	Demographics: C	arol Brady			
ľ	Dement/Guendien	First Name*	Carol			
	Parent/Guardian	Middle Name				
	Emergency	Last Namo*				
	Students	Lust Hume	Brady			
	Documents	1201 N Park Av Tucson, AZ 85719				
	Q Review/Submit	Primary Language	English	~		
		Interpreter needed				
	Delete Full enrollment		Previous Save	And Continue >		
Close Contact Priv	vacy		Edupoint			English Español
			Copyright 2021 Edupoint, LLC			Accessibility Mode

Review and accept **Parent/Guardian** information in these screens or make changes for each parent.

Emergency

					Home Status My Account	ParentVUE Logout
				Tucs	on Unified School District	
	Online Registration	EVERAFINAV		Good	morning, Carol Brady, 2/1/20XX	~
		EMERGENCY			20XX-20XX	
	V Introduction	Please review emergency contacts and	I make any necessary changes of additions.			
	🔮 Family 📀	By including an individual on this list, ye photo ID):	ou are authorizing the school to release your	child to them in the case of an eme	gency. (Must be over 18 and show	
	Descent/Ouesslice	First Name	Last Name	Gender	Status	_
	Emergency	+ Add New Emergency Contact				
•	Students					
	Documents	Decline to specify any Emerger	ncy Contacts			
	Q Review/Submit		Previous Save A	and Continue >		_
Close Contact Pri	vacy		Edupoint			English Español
			Copyright 2020 Edupoint, LLC			Accessibility Mode 🖕

Add, Edit existing, or Decline to Specify Emergency Contacts.

Add/Review Students

							H	iome Status My Account Pare
						Good	son Un morning, (Carol Brady, 2/1/20XX
Or	line Registration	on	STUDENTS				97	20XX-20XX
Ŷ	Introduction	0	Please add or update student details	for each student you want to	enroll.			
2005	Family	0	Before adding a new student, confirm	with the enrolling school that	t the student does	not have an e	xisting TUS	D record
4	Parent/Guardian	0	Students to enroll in 2	0XX-20XX				
a	Emergency	0		First Name	Last Name	Gender	Grade	Status
-	Students		🖌 Edit 💙 Exclude 🗙 Dele	e Marcia	Brady	Female	11	In Progress
Ē	Documents		+ Add New Student					
Q	Review/Submit		View-only access to students that will	not be enrolled in this applic	ation:			
			Students to exclude fr	om 20XX-20XX R	egistration	Process	6	
			First Name	Last Name	Gender	G	rade	Reason

Parents with continuing students at TUSD: A list of your TUSD students appears. Click Edit or In Progress to review and edit information. Each student has to display the Complete status before you can continue. You can also Delete or Exclude a record.

Before adding a new student, confirm with the enrolling school that the student does not have an existing TUSD record.

New-to-TUSD Parents: Click Add New Student and add your child's information.

School Selection

Important Information

		Home Status My Account Parent Tucson Unified School District Good morning. Carol Brady. 2/1/20XX
Online Registrati	INFORMATION 75%	20XX-20XX
♀ Introduction	REGARDING ENROLLMENTS	
😁 Family	o	
Parent/Guardian	Information regarding enrollments: Marcia Bra	dy
🛱 Emergency	Please read before continuing to the School Selection page: If this student has a 2020 2021 consilement, that school will be your default colored	tico. Defere una cherne this selection to a different
Students	 in this student has a 2020-2021 enrollment, that school will be your default selection school, please be advised of the following: 	ion. Before you change this selection to a unerent
Documents	 If your student already has a class schedule for the coming school year at the will be removed by the system if you transfer him/her to a different school. The 	school where he/she is presently enrolled, these classes ese classes may no longer be available if you change your
Q Review/Submit	mind after the transfer is processed.	, , , , , , , , , , , , , , , , , , , ,
	 Your student may lose transportation options already defined for the coming so non-neighborhood open enrollment students. 	chool year - TUSD cannot guarantee transportation for
	If your student is presently enrolled via placement at a non-neighborhood scho longer be available if you change your mind after the transfer is processed.	ool, you may lose your school placement. It may no
	 Specific program placements (Exceptional Ed., GATE, etc.) at your student's c student was placed at a school by Exceptional Ed., Language Acquisition c before changing your child's school selection. 	current school will not be available at other schools. If your or GATE, please speak with the relevant program office
	Previous Save And Cor	ntinue >

Please read this page before continuing to the School Selection page:

If this student has an enrollment, that enrollment school will be your default selection. Before you change this selection to a different school, please be advised of the following:

1. If your student already has a class schedule for the coming school year at the school where he/she is presently enrolled, **these classes will be removed by the system** if you transfer him/her to a different school. These classes may no longer be available if you change your mind after the transfer is processed.

2. Your student may lose transportation options already defined for the coming school year - TUSD cannot guarantee transportation for non-neighborhood open enrollment students.

3. If your student is presently enrolled via placement at a non-neighborhood school, **you may lose your school placement**. It may no longer be available if you change your mind after the transfer is processed.

4. Specific program placements (Exceptional Ed., GATE, etc.) at your student's current school will not be available at other schools. If your student was placed at a school by Exceptional Ed., Language Acquisition or GATE, please speak with the relevant program office before changing your child's school selection.

School Selection Page

			Home Status My Account	ParentVUE Logout
			Tucson Unified School District Good afternoon, Carol Brady, 1/21/2021	
	Online Registrati	on	SCHOOL SELECTION 82% 2021-2022	
		0	Oshari Oslarijan Marris Dandu	
	🚢 Family	0	School Selection: Marcia Brady	
	Parent/Guardian	0	Information Based on the home address entered, you live within the attendance boundary of Blenman Elementary	
	Emergency	0		
	Students	0	Home Address: I 201 N Park Av Tucson, Z 85719 Eline Bt Tucson, Z 85719	
	Documents	0	E Lester St. E Le	
	Q Review/Submit	0	1 School Selection* Bienman Elementary Country Club Rd, Tucson, AZ 85716	
	Delete Full Enrollment		1695 N Country Club, Tucson, AZ 85716	
			K Return Save And Return	
Close Contact Priva	cy		Edupoint	English Español
			@Copyright 2021 Edupoint, LLC	Accessibility Mode

School Selection displayed is the school where a continuing student is enrolled or where a student has received a placement. If you are new to the district, the default school displayed is based on your address.

The drop-down offers other appropriate schools that you can select. If the desired school does not appear in the list, do not complete online registration for the child. Contact the desired school.

In a subsequent screen, you'll be prompted to provide Transportation Election.

Enrollment at Placement School

If your child has an enrollment at a placement school and you select a different school, be aware of the following:

- If you save and continue and then return to the School Selection page, the placement school is no longer an option.
- If you return to the **Introduction** page you can select **Start Over** and then the placement school is available as an option. See <u>Resume Registration/Start Over</u> on p. 14.
- If the registration has been submitted, contact the submission school.

Release Information

		Tome Status wy Account Parenteed. Logour
		Tucson Unified School District Good moming, Carol Brady, 2/1/20XX
Online Registra	ation	TUSD INFORMATION 100% 20XX-20XX
© Introduction	0	RELEASE
🐸 Family	0	TUSD Information Release: Marcia Brady
Parent/Guardian	n O	Please indicate if you want your child <u>excluded</u> from the following kinds of directories, photos, interviews, and audio or video recordings. For more information on here
😡 Emergency	0	mornauon, go reic.
🔁 Students	0	Option 1) DO NOT RELEASE MY CHILD'S DIRECTORY
Documents		
Q Review/Submit		by selecting this opport, it indensitiate and the share and thing with the induced in the yearbook, newsetters, programs, and one school and district publications.
		Option 2) DO NOT RELEASE MY CHILD'S DIRECTORY INFORMATION FOR NON TUSD PURPOSES.
		By selecting this Option 2, I understand that my child's name and/or image will not be released to the press or the general public, or to third parties such as universities and colleges, employers and military recruiters.
		Option 3) The DISTRICT Opt-Out
		By selecting this Option 3, I understand that The DISTRICT cannot interview, photograph, or audio- or video-record my child for any purpose.
		Option 4) The NEWS MEDIA Opt- Out
		By selecting this Option 4, I understand that The NEWS MEDIA cannot interview, photograph, or audio- or video-record my child for any purpose.
man and a second and a second	~~~~~	

Review the options concerning release of student information and select or deselect options as desired. Additional information about these options is available online: <u>http://www.tusd1.org/Information/Opt-Out</u>.

Documents

Parents with continuing students at TUSD: You will be prompted to upload Proof of Residency or bring a hard copy to the school. Immunization records are not required for returning students unless new immunizations have been administered since the previous school year.

New-to-TUSD Parents: You will be prompted to upload Proof of Residency, Birth Verification, and Immunization Record. You will also be asked for a photo ID.

Either scan and upload the requested document files or click the checkbox to opt to deliver physical copies to the school instead.

Creating a Document File: Don't have a scanner? Use your phone or tablet to take a readable photo of the document. Email the photo to yourself and then download it to your computer.

Review/Submit

					Good morning, JAMES S	ATTLER, 2/1/20XX
Online Pre- Registration		REVIEW/SUBMIT				20XX-20XX
Introduction	0	🖋 Review				20/01/20/01
	-	<<< PLEASE REVIEW BEFORE accuracy. When complete, press	SUBMITTING. This allow Submit below	s you to confirm all	data entered during the registration pro	cess to ensure
Family	0	accuracy. Then complete, proce	Cabinit belon.			
Parent/Guardian	0	Status	Student	Grade Level	School Selection	Comments
Emergency	0	Ready To Submit	Theodore Cleaver	KG	Roskruge Bilingual K-8 Magnet	
Students	0					
Documents	0	_		<< Previous Revie		
				_		
Review/Submit	•					

In the **Review/Submit** section, the status should be **Ready to Submit** for all students being registered.

1. To review and edit, just click Review.

		Home Stat	us My Account F	ParentVUE Logout
	_	Tucson Unified 3 Good afternoon, Carol Br	ady 2/1/20XX	ot
Online Registr	ation	REVIEW/SUBMIT		
	0	🚔 Print	20XX-20>	XX
嶜 Family	0	Family	< Previous Change	Next Change >>
Parent/Guardian	n 🗢		Show Changes	ON
🖨 Emergency	0	✓ Edit Home Address		
🞓 Students	0	1010 E 10th St		
Documents	0	Tucson, AZ 85719		
2 Review/Subm	nit 😶	✓ Edit Mail Address		
		Tucson, AZ 85719		
		Parent/Guardian: Carol Brady		
		Personal Action		
		Demographics		
		First Name: Carol Middle Name:		
and part of				
	- Ar			
		✓ Edit Information Release		
		Option 1) DO NOT RELEASE MY CHILD'S DIRECTORY INFORMATION .: No		
		Option 2) DO NOT RELEASE MY CHILD'S DIRECTORY INFORMATION FOR NON TUSD PURPO	SES.:No	
		Option 3) The NEWS MEDIA Opt-Out:No		
		Have read and understand the schools registration informationTeS/SI		
		I have reviewed all registration data and verified that it is correct		
		<< Previous Submit		

- 2. Review all your submission information in single screen.
- 3. To make a change, click **Edit** for that section. You'll be taken back to the data entry screen for that section. Make your edits and click **Save and Continue**.
- 4. You can also click **Print** from the Review screen to print a copy.

- 5. When you are done, select the acknowledgement checkbox at the very bottom of the screen (you will need to scroll quite a bit) and click **Submit**.
- 6. If you're ready to submit, click **Submit**. If you are not ready to submit, you can log out and return when you're ready to complete the process.

When you click **Submit**, a confirmation appears allowing you to click **OK** or **Cancel**.

Pressing OK	will submit the student	registration information for the 2019-2020 school
year. From thi	s point on you will not	be able to make any further changes to the
check the stat	us of your submission	, nowever, you may return to Online Enrollment to

Finally, you'll see a **Successful Completion** message. You should receive a confirmation email within 1 hour. If you don't, check to see if it went into your spam/junk folder. If you still don't find it, please contact your student's school.

20XX-20XX	Your pre-registration has been submitted. If you do not receive a confirmation e-mail within an hour of submission (and you have checked your junk/spam folder), please call your student's school.
Registration	The status of your registration(s) that are in progress can be found on the status page

If you click **Status**, you can see the status of the registration. After you submit, you may expect a processing time of approximately 2-3 weeks.

nline Pr	e-Regis	tration			
)XX-20XX					
' Review Subm	hitted: 2/1/20) Last Name	XX 1:41 PM	Grade	School Name	Comments
Waiting	Keaton	Mallory	08	Xvalencia Middle School: Waiting	
Waiting	Keaton	Alex	11	Cholla High School: Waiting	

Resume Registration/Start Over

1. If you log out before completing the registration, your information is saved from the last point you saved.

			Home Status My Account ParentVU
		_	Tucson Unified School District Good morning, Carol Brady, 1/19/2021
Onli	ine Registrati	on	
ŷ Ir	ntroduction	0	2077-2077
F	Family	0	Resume Full enrollment
4 P	^p arent/Guardian	0	20XX-20XX Full enrollment
0 0 E	Emergency	0	Thank you for returning to the Online Registration process. To continue where you left off, select Resume Full enrollment.
s s	Students	0	Resume Full enrollment
B D	Documents	0	Save And Continue >
Q, R	Review/Submit	0	
D e	Delete Full enrollment		

- 2. When you log in again, you'll have the option to **Resume Full enrollment** where you left off.
- 3. Or, you can Delete Full enrollment and start over.