



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 <https://va-pwcps-psv.edupoint.com/>.
2. Select the desired student.
3. Select "Student Info."
4. Select "Edit Information."

The screenshot shows the ParentVUE home page. At the top, there is a navigation bar with 'My Account', 'Help', 'Online Records', and 'Close'. The main header includes the PWCS logo and 'Prince William County Schools' with a greeting: 'Good morning, ELLEN BROWN, 5/29/2024'. The student's name 'NANCY' and school 'Dumfries Elementary School' are displayed. A 'Report Absence' button is visible. On the left sidebar, the 'Student Info' menu item is highlighted with a red box.

The screenshot shows the 'STUDENT INFO' page. The 'Edit Information' button is highlighted with a red box. Below the button, there is a table for 'Student Information' with the following data:

Student Name	Perm ID	Gender	Grade	Home Address
NANCY T. BROWN				
Preferred Name	Birth Date	Email		



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."

The screenshot shows the 'STUDENT INFO' page in the ParentVUE app. The page has a sidebar on the left with navigation options: Home, Messages, Calendar, Attendance, Class Schedule, Course History, Course Request, Grade Book, Student Info (selected), Test History, and Documents. The main content area is titled 'STUDENT INFO' and includes a 'Transportation Opt-Out' section. This section contains a table with the following data:

Description	Current Value	Changed Value
EOY Bus	YES - My student will require PWCS bus transportation.	YES - My student will require PWCS bus transpor

Below the table, there are two buttons: 'Save Changes' (highlighted with a red box) and 'Cancel Changes'.

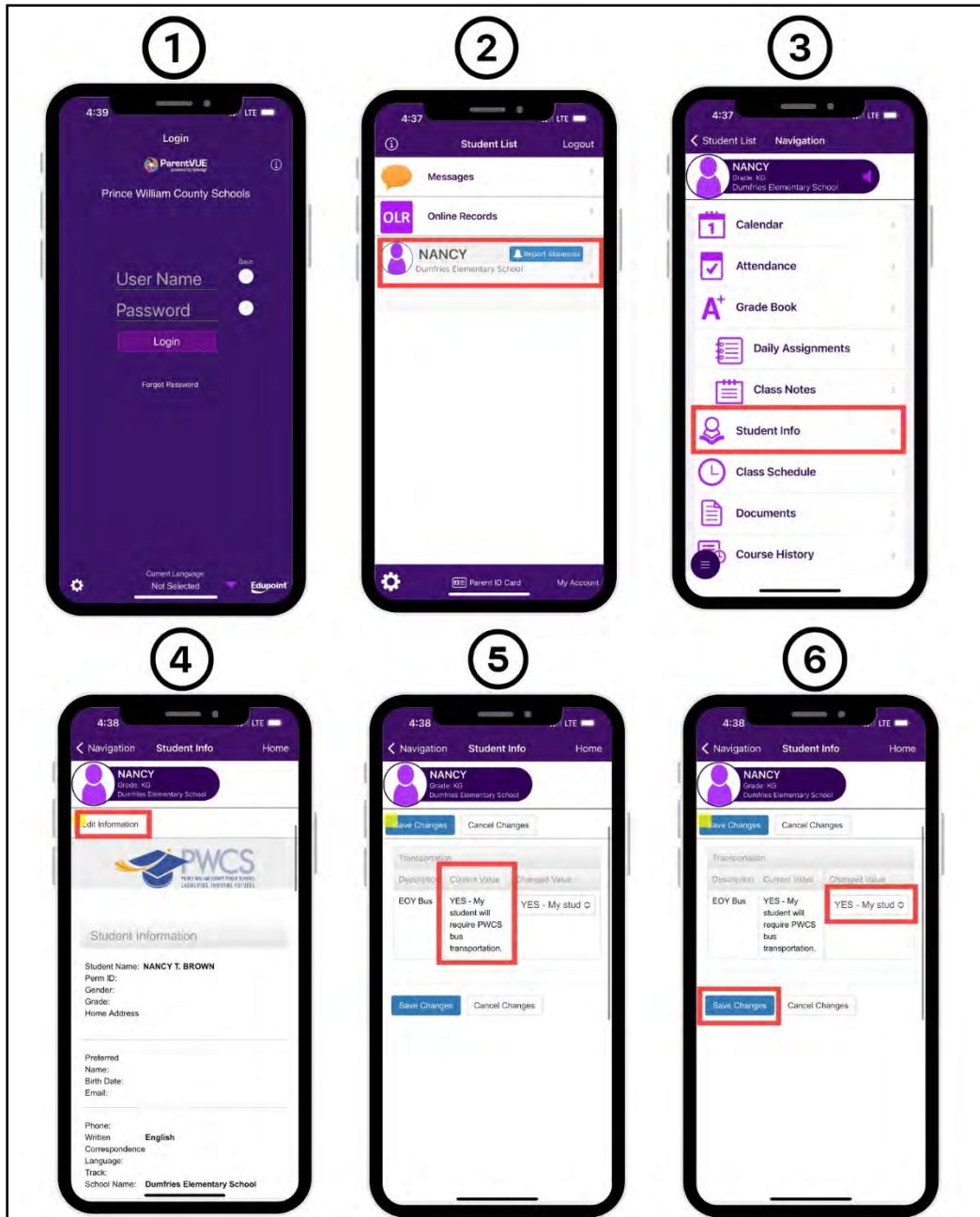
7. To complete a form for another child, select the next student from the drop-down in the left upper corner of the screen and repeat steps 2 - 6 to complete the form.

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."



- 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.



**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.