PSUSD
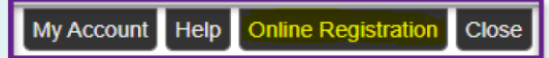PALM SPRINGS UNIFIED SCHOOL DISTRICT

ONLINE REGISTRATION (OLR)

Initiate the Online Registration process by signing into your ParentVUE account. **Click 'Online Registration' on the top right-hand corner to begin.**

| My Account | Help | Online Registration | Close |

If you do not have an existing account you will have to create one to proceed. Request an activation key from your child's school pr by visiting our website at **psusd.us/pvue.** More information on ParentVUE can also be found on this page.

ParentVUE powered by Synergy

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step 1

Select the OLR Process you wish to complete for your child's enrollment.
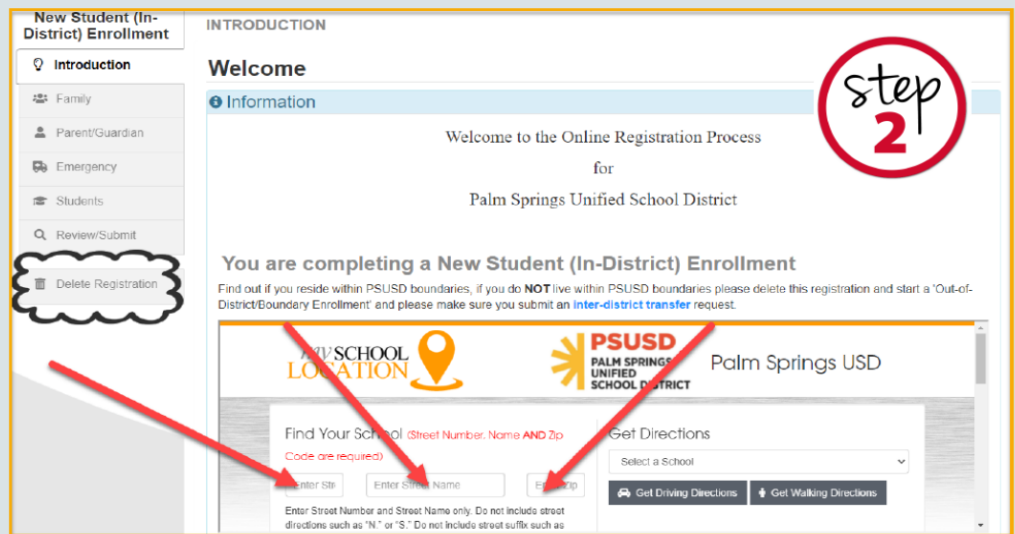**Note: Only the available template(s) will display.**

- **New Student (In-District Enrollment)** N/A for 22/23 SY
  Use this template if you resides **within** PSUSD boundaries.

- **New Student (Out-Of-District Enrollment)** N/A for 22/23 SY
  Use this template if youresides **outside** of PSUSD boundaries.

- **Annual Verification for Returning Students**
  This process will be used annually in place of the paper Emergency Card.

Find your in-boundary school here*

NEW STUDENT (IN-DISTRICT ENROLLMENT)
RETURNING STUDENT (ANNUAL VERIFICATION)
NEW STUDENT (OUT-OF-DISTRICT BOUNDARY ENROLLMENT)
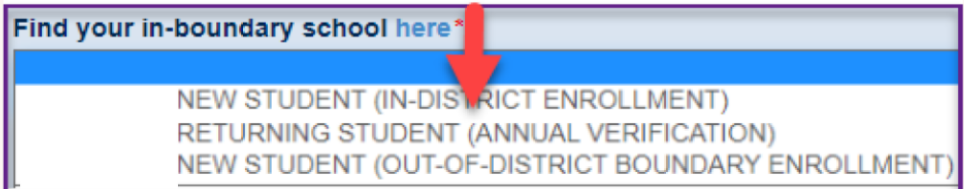
Find My School

step 2

Confirm your **In-District boundary status** (for new students) by using the My School Location tool.

Choose the appropriate template to avoid having to delete and resubmit your registration.

New Student (In-District) Enrollment

- Introduction
- Family
- Parent/Guardian
- Emergency
- Students
- Review/Submit
- Delete Registration

INTRODUCTION

Welcome

Information

Welcome to the Online Registration Process
for
Palm Springs Unified School District

You are completing a New Student (In-District) Enrollment

Find out if you reside within PSUSD boundaries, if you do **NOT** live within PSUSD boundaries please delete this registration and start a 'Out-of-District/Boundary Enrollment' and please make sure you submit an **inter-district transfer** request.

MY SCHOOL LOCATION — PSUSD PALM SPRINGS UNIFIED SCHOOL DISTRICT — Palm Springs USD

Find Your School (Street Number, Name AND Zip Code are required)

Enter Str | Enter Street Name | Enter Zip

Enter Street Number and Street Name only. Do not include street directions such as "N." or "S." Do not include street suffix such as

Get Directions
Select a School
Get Driving Directions | Get Walking Directions

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step 3

Please read all questions and information on each screen thoroughly AND don't forget to click 'Save and Continue' at the end of each page to save your progress.
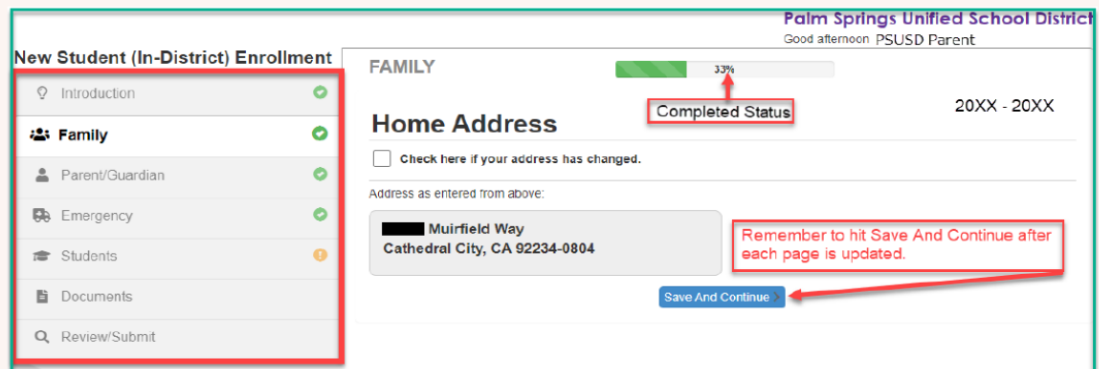
New Student (In-District) Enrollment

- Introduction
- **Family**
- Parent/Guardian
- Emergency
- Students
- Documents
- Review/Submit

Palm Springs Unified School District
Good afternoon PSUSD Parent

FAMILY

33%   Completed Status   20XX - 20XX

Home Address

Check here if your address has changed.

Address as entered from above:

████ Muirfield Way
Cathedral City, CA 92234-0804

Remember to hit Save And Continue after each page is updated.

Save And Continue

New Student (In-District) Enrollment

- ☉ Introduction ✓
- 👪 Family ✓
- 👤 Parent/Guardian ✓
- 🚌 Emergency ✓
- 🎓 **Students** ⚠
- 📄 Documents
- 🔍 Review/Submit

🗑 Delete Registration

STUDENTS   20XX - 20XX

Please add or update student details for each student you want to enroll:

Students to enroll

Click **Edit** to update information for students in OLR Participating school(s). Students in non-participating schools must be excluded from the process by clicking the **Exclude** button.

| ✏ Edit | ✓ Exclude | ✗ Delete | Student A | Female | 03 | ⚠ In Progress |
| ✏ Edit | ✓ Exclude | ✗ Delete | Student B | Female | 10 | ⚠ In Progress |

➕ Add New Student

Click To enroll **new** students in OLR Participating Schools

View-only access to students that will not be enrolled in this application:

Students to exclude from 20XX - 20XX

	First Name	Last Name	Gender	Grade	Reason
⌃ Include	Student C		Female	12	You have excluded this student from the application on 6/22/2021 2:38:20 PM
⌃ Include	Student D		Female	01	You have excluded this student from the application on 6/22/2021 2:38:26 PM

Don't Forget to SAVE

‹ Previous   Save And Continue ›

Review! Review! Review!

Step 4

REVIEW/SUBMIT

- 👪 Family ✓
- 👤 Parent/Guardian ✓
- 🚌 Emergency ✓
- 🎓 Students ✓
- 📄 Documents ✓
- ☰ Review/Submit ⚠

✏ Review

Click the Review button to verify all information entered is correct.

YOUR INFORMATION HAS NOT YET BEEN SUBMITTED. Click Review, scroll to the bottom of the page and check the review check box to submit.

Status	Student	Grade Level	School Selection	Comments
✓ Ready To Submit		1	Sunny Sands Elementary	

‹ Previous   Review

Green checkmark indicates this section has been completed.

Reviewing your information will help avoid any enrollment delays.

Changes will not be allowed once enrollment is submitted. Please contact the school directly.

Acknowledge & Submit

After reviewing information, check the Acknowledgement box to activate the Submit button

☑ I have reviewed all registration data and verified that it is c

‹ Previous   Submit

Step 5

PHEW!

20xx-20xx Registration

Thank you for returning to the New Student (In-District) Enrollment process. To continue where you left off, select Resume Registration.

✓ Resume Registration   🗑 Delete Registration

Registration can be deleted if needed.

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Questions? Please contact your child's school for assistance.

You will receive an email confirmation once your registration is approved, but you can also check the status on your ParentVUE account.