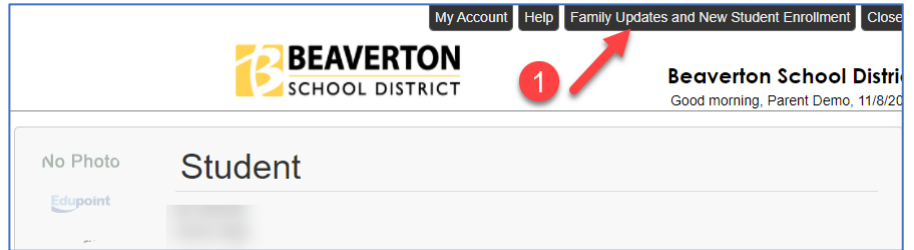
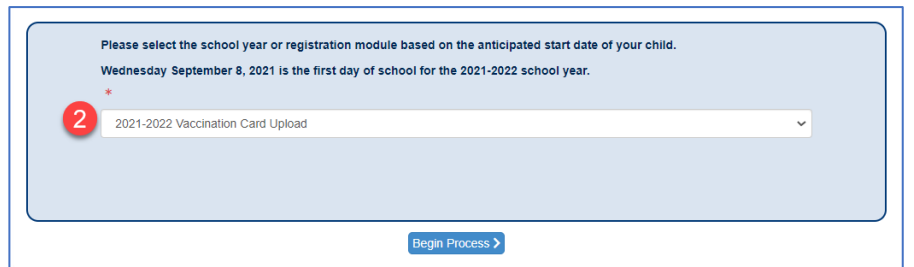


1. Log into **ParentVUE**; click on **Family Updates and New Student Enrollment** in the upper right corner of the screen.

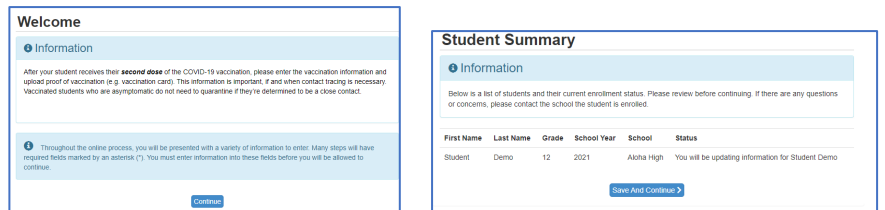
Note: If you log in using the Online Registration direct login you will **NOT** see this screen and can advance to Step 2.



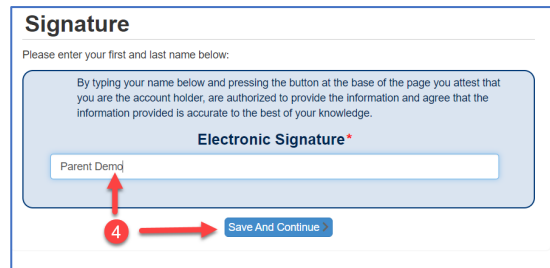
2. Select **2021-2022 Vaccination Card Upload** from the drop-down selections. Click on **Begin Process**.



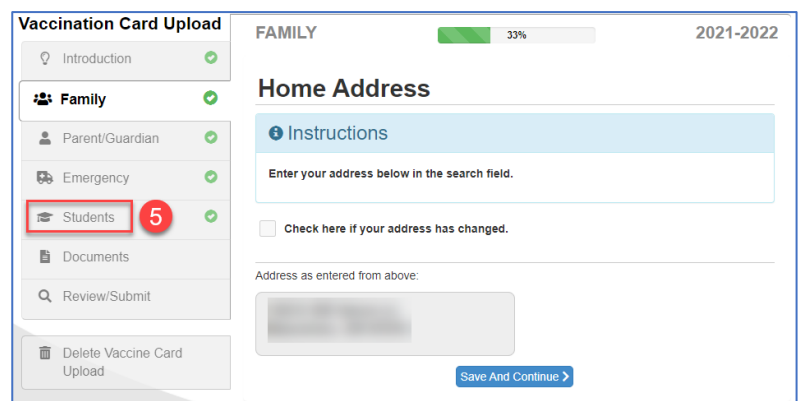
3. Read and Advance through the **Welcome** screen and **Student Summary** screen by clicking on **Continue** or **Save and Continue**.



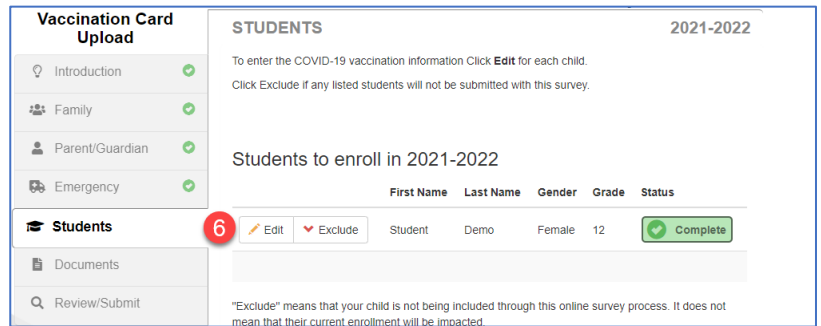
4. Type in your name in the **Electronic Signature** field and click **Save and Continue**.



5. On the **Home Address** screen click on **Students** from the selections on the left.

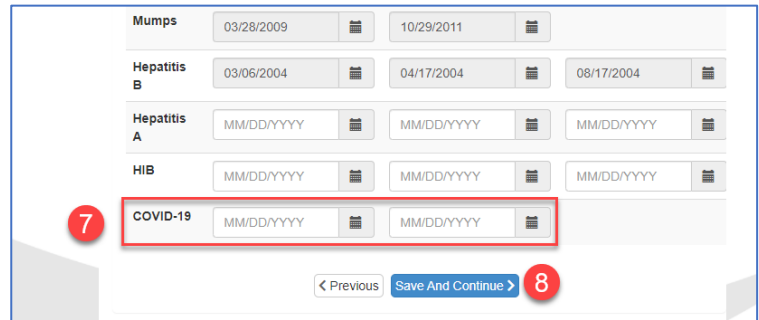


6. Click on the **Edit** button to the left of the students name under the **Students to enroll** section.



7. On the Immunization screen **scroll to the bottom** and enter COVID-19 vaccination dates in chronological order.

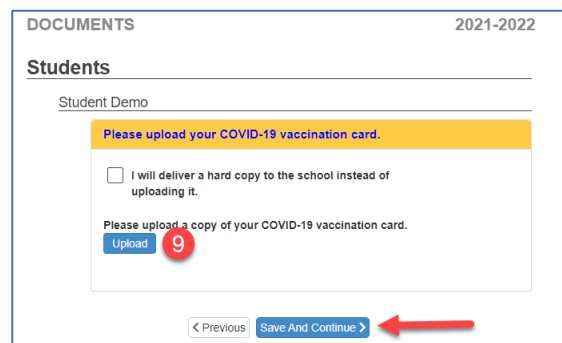
8. Once a selection has been made click **Save and Continue**.



Repeat **Steps 6, 7 and 8** for additional students listed until all say **Complete** under status. Click **Save and Continue** at the bottom of the **Students** screen once all students have been updated.

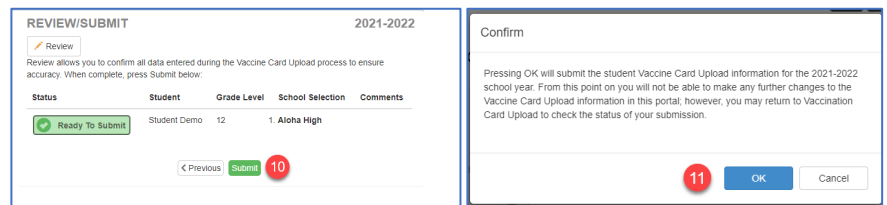
9. Upload a copy of your student's vaccination card by clicking on the **Upload** button and following the prompts.

Click **Save and Continue**.



10. Click **Submit** on the **Review/Submit** screen.

11. Click **OK** on the **Confirm** screen.



12. COVID-19 vaccination updates have been submitted for your student(s).

