

# ParentVUE

## CURRENT Students Annual Data Verification

- ParentVUE is only used for online registration and back to school paperwork.
- Current students do not need to re-register but **all students** must complete a **CURRENT Students Annual Data Verification** before registering for courses each fall.
- This process will replace what use to be called the Student Profile but also includes the Concussion Form and Acceptable Use Policy.

# ParentVue - Back to School Paperwork



See the steps below to complete this process.

1. [Log into ParentVUE](#) \*
2. After logging in, click the drop down menu and pick:  
**CURRENT Students Annual Data Verification**
3. We have [linked in a sample](#) of what it should look like to move through the CURRENT Students Annual Data Verification form. Make sure you get to the end and press “**submit.**”



\* If you have not set up a ParentVUE account, you should have received a ParentVUE activation email. Any questions regarding ParentVUE, please contact Kelly Morcombe at 269-548-3411 or [kmorcombe@gulllakecs.org](mailto:kmorcombe@gulllakecs.org).

# Tips for Successful Completion

- Please be sure you do not already have a parent account. Do not create a duplicate account. If you are struggling with login information please contact [kmorcombe@gulllakecs.org](mailto:kmorcombe@gulllakecs.org).
- Make sure you are on the “**CURRENT Students Annual Data Verification**”.
- You will only change things that need to be updated or corrected.
- If you change your address you will need to provide a new proof of residency. That can be an updated driver’s license, utility bill, or a lease/mortgage statement.
- If you want to remove a parent, court documents must be provided in order to make that change. If a parent is listed on the birth certificate then they automatically have parental rights and responsibilities unless court documents are provided that state otherwise.
- Be sure to click the submit button at the end.