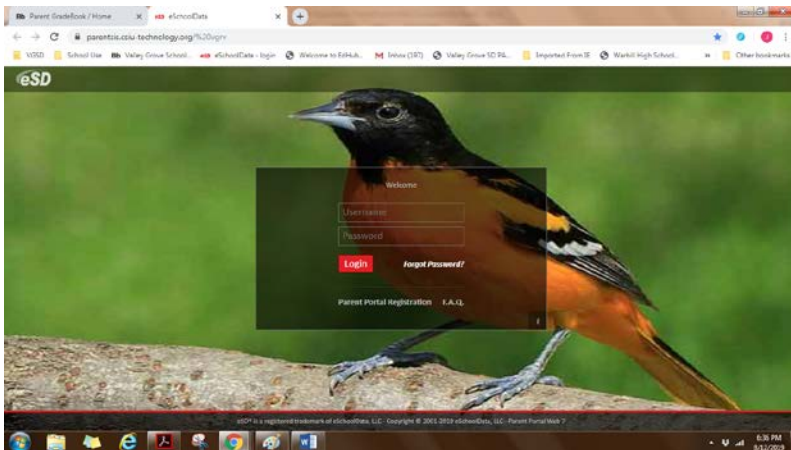# Valley Grove School District
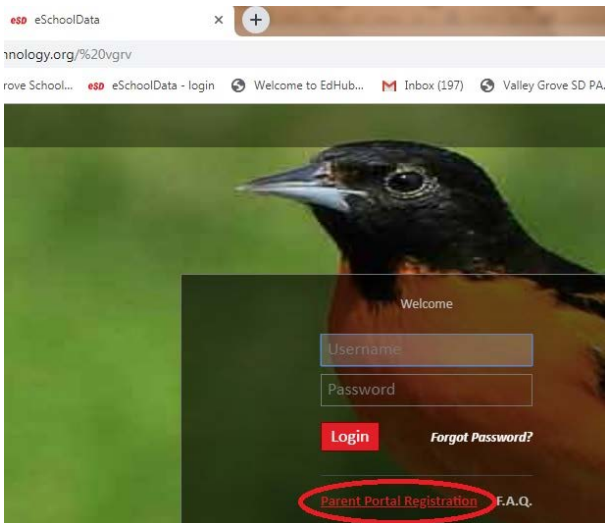
Parent Portal Information & Registration Guide

The Parent Portal is a communications tool designed to increase your involvement in your student's education using the power of information. The Parent Portal allows for instant online access to current, relevant information that will enhance your involvement with your student's academic career.

To start the process, please go to the portal website which is listed below or you can access it by going to the VGSD website (www.vgsd.org) and go to the "Parents" menu item and select "Parent Portal".

Self-Registration Portal URL: https://parentsis.csiu-technology.org/%20vgrv

Click on "Parent Portal Registration"

Enter the required information (indicated by a red asterisk***** before the field name) on the **Account Information** screen, then click **Create Account Information**.

Select Valley Grove School District from the dropdown selection list.

Enter the required information on the **Personal Information** screen and click **Create Personal Information**.

Complete the required information in the **Add Student** section of the **Student Information** screen and click **Add Student to the above list**. After adding your students, click **Finish Registration!**

The ID Number should be provided at the time of registration. You will not be able to complete the self-registration without a Student ID.

A confirmation message will display stating that the Parent Portal registration has been successful. Once the account request has been approved by the school district, an **email** will be sent from the school district to the email address listed on the registration form.