

How To Update Your Phone Number and/or Email in ParentVUE

This guide provides a step-by-step process for updating your phone number and/or email in ParentVUE using a computer.

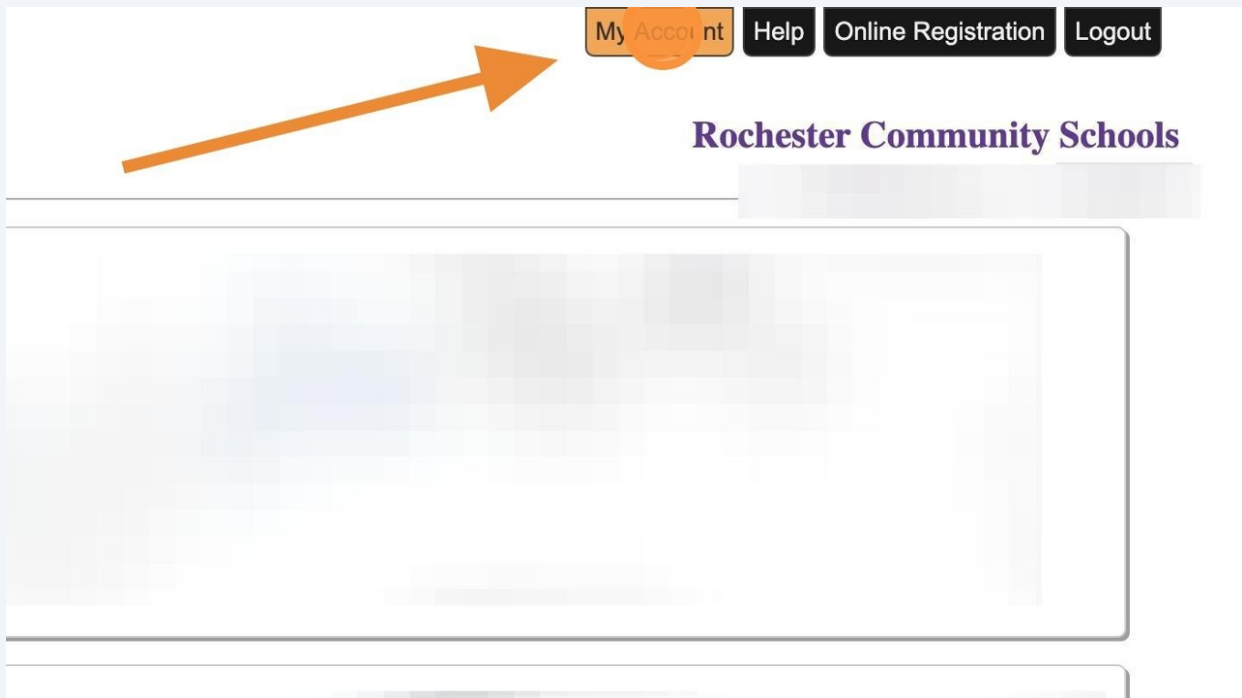
1 Navigate to <https://rcsvue.rochester.k12.mi.us>

2 Click "I am a parent"

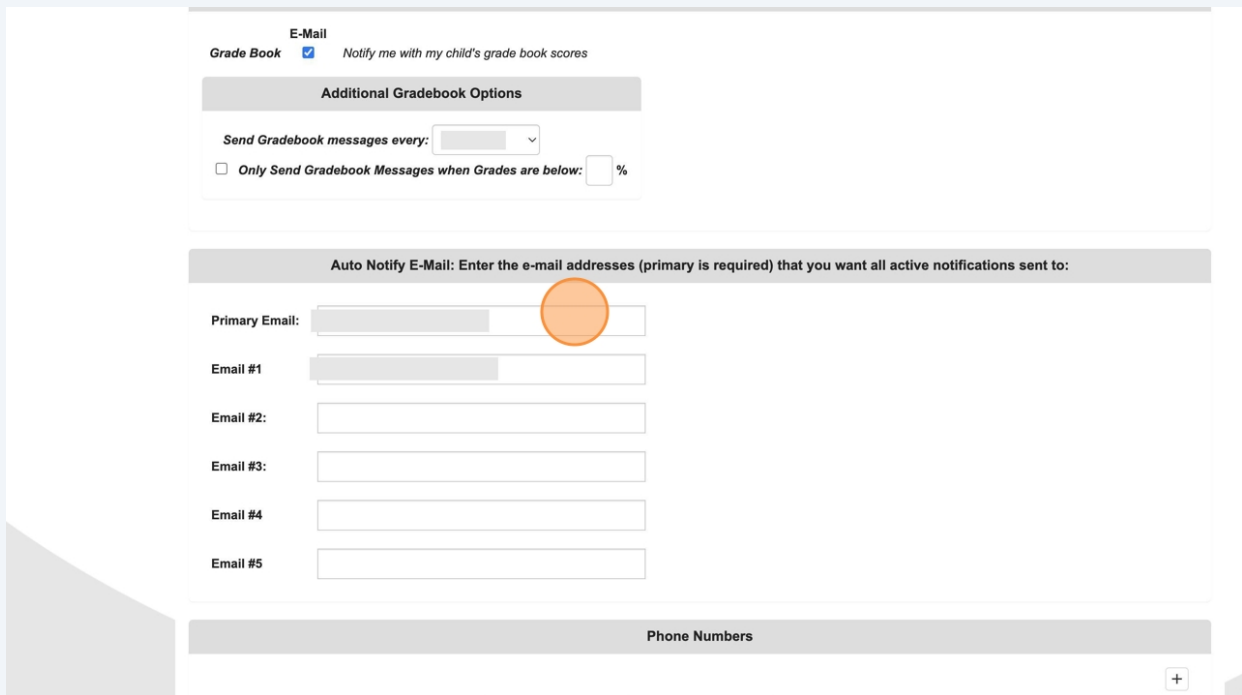
ParentVUE and StudentVUE Access



3 Click "My Account"



4 If you want to edit your email, select the boxes under "Auto Notify E-mail" and make your changes



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If you want to edit your phone number(s), select the box under phone and make your changes

Phone Numbers						
Delete	Primary	Type	Phone	Extension	Contact	List
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cell	<input type="text"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Work	<input type="text"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Acknowledged Documents			
	Time	Document (click to download)	Response
No Data to Display			

Account Access History			
	Time	Logged in Successful?	IP Address Accessed From

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Click "Update Account" to save your changes

[My Account](#) [Help](#) [Online Registration](#) [Logout](#)

Rochester Community Schools

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Account Information

i Instructions: Modify your account information below and press Update Account to apply the change your password click here: [Change Password](#)

Account Detail and Options

Editable Personal Information: The following information is editable - please contact school office staff to change secured persona the Update Account button to save any changes.

Preferred language for written materials:

Auto Notify: Check the events below for which ParentVUE will e-mail information to you when an event occurs for any of your children.

E-Mail

Grade Book *Notify me with my child's grade book scores*



Alert! It will take 24-48 hours for your changes to appear in the ParentSquare system once you update ParentVUE