

# **COMPLETE YOUR INFORMATION UPDATE OR RCPS REQUIRED AGREEMENTS**

**Students will be eligible to receive their technology devices for the 2025-2026 school year upon completing EITHER the RCPS Annual Agreements Document OR an Information Update in Parent Portal.**

## **IF YOU DO NOT NEED TO MAKE ANY CHANGES TO YOUR INFORMATION:**

Review and sign RCPS Required Agreements in Parent Portal.

- Login to Parent Portal
- Look for "Documents Need Attention" next to your student's name
- Choose 25-26 Required Annual Agreements
- Review and sign required agreements
- REPEAT for each child in your household
- (See screenshots on the back of this page)



**Parent Portal**

## **IF YOU NEED TO UPDATE YOUR ADDRESS, EMERGENCY CONTACTS, OR STUDENT HEALTH INFORMATION:**

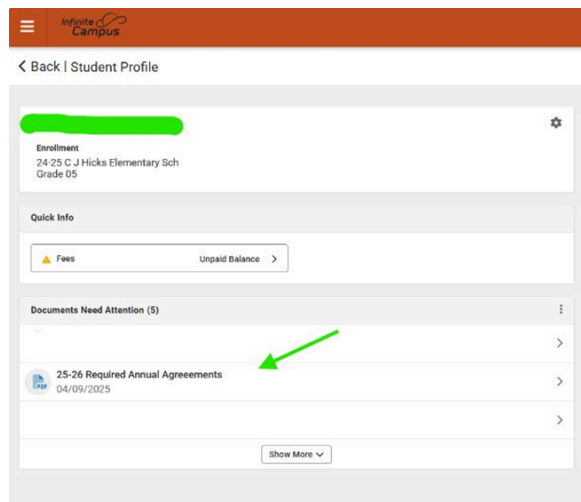
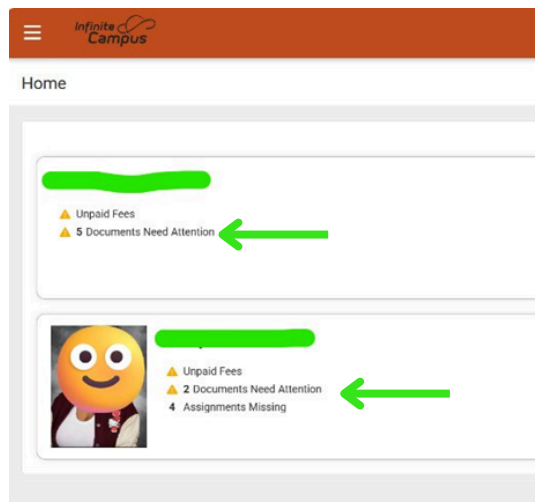
Complete an Information Update in Parent Portal.

- Login to Parent Portal
- Click on the 3 lines in the top left corner
- Choose MORE
- Choose Information Update
- Complete Information Update to change your address, emergency contacts, and/or student health information
- (See screenshots on the back of this page)

# IF YOU DO NOT NEED TO MAKE ANY CHANGES TO YOUR INFORMATION:

School  
Starts  
8/4/25

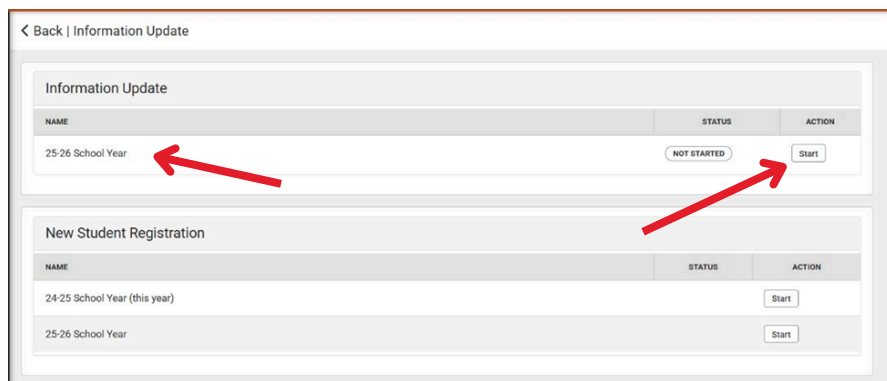
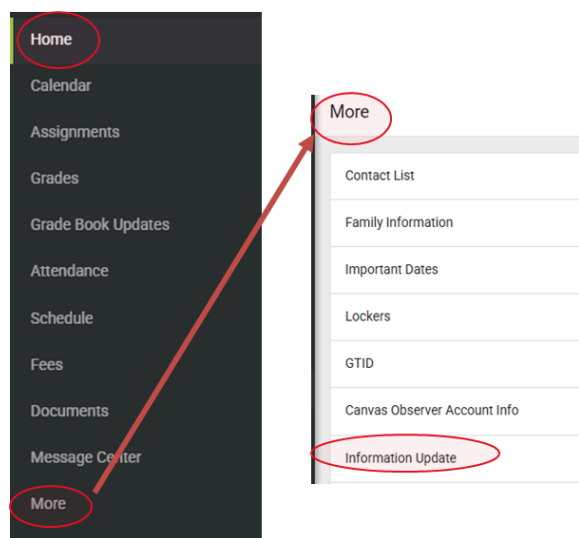
Review and sign RCPS Required Agreements in Parent Portal.



Be sure to review and sign agreements for EACH student in your household.

# IF YOU NEED TO UPDATE YOUR ADDRESS, EMERGENCY CONTACTS, OR STUDENT HEALTH INFORMATION:

Complete an Information Update in Parent Portal.



You only need to complete ONE Information Update per household, not one per student.

**CONTACT YOUR CHILD'S SCHOOL IF YOU NEED ASSISTANCE.**