Viewing Your Transportation Letter in the PowerSchool Public Portal

When you want to generate your student's transportation letter in the PowerSchool Public Portal (not the mobile app), you can print or preview a Student Report.

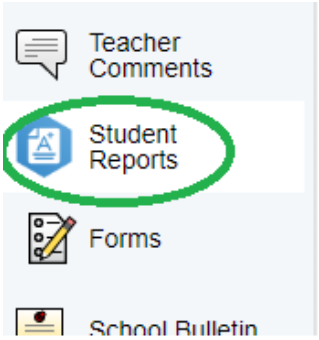
Letters are not available to view on the PowerSchool Mobile App. Follow the directions below to access the PowerSchool Public Portal to generate these reports.

Here's how to do it:

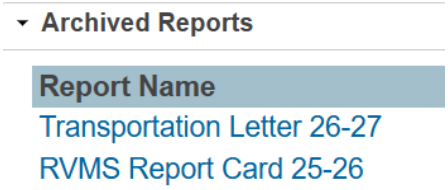
1) Log in to the PowerSchool Public Portal using the web address below:

https://rivervalleysd.powerschool.com/public/home.html

2) From the PowerSchool Public Portal Start Page, select Student Reports from the menu on the left side of the screen.



3) Transportation letters are saved under the Archived section. Click on the name of the documents that you want to view. You may need to expand the section if you don't see the name of the document listed.



4) This will populate the Transportation Letter on your screen.

Reminder: letters are not available on the PowerSchool Mobile App. Follow the directions above to access the PowerSchool Public Portal to generate documents.

Have questions on how to log in? Please contact your school office to receive a PowerSchool credential letter.

This document has been created for the River Valley School District – 2026