

## Online Registration for new Redmond School District students

1. The first step in enrolling a new student using our Online Registration process is to have a ParentVUE account.

If you have ever had a student enrolled in the Redmond School District, you will already have a ParentVUE account set up. If you are unsure, or need assistance accessing your account, please contact your student's school.

If you have *never* had a student enrolled in the Redmond School District and are enrolling for the first time:

- a. Go to [https://or-hi.edupoint.com/PXP2\\_OEN\\_Login.aspx](https://or-hi.edupoint.com/PXP2_OEN_Login.aspx) to create a new ParentVUE account
- b. Click "Create a New Account"
- c. Click "Create a New Account" (again)
- d. Answer the two questions regarding enrollment in Redmond School District and press Continue. If you can answer yes to either of the questions, press the "Return to login" button and use your existing ParentVUE User Name and Password. If you need additional assistance, please contact your student's school.
- e. Read the Privacy Statement and press "I Accept" to agree to the terms of use.
- f. Enter your first name, last name, and your email address. Then confirm your email address and enter the CAPTCHA shown on your screen.
- g. Click "Continue to Step 3".
- h. Now check your email to retrieve the ParentVUE Registration email from [synergyhelp@hdesd.org](mailto:synergyhelp@hdesd.org). (If you do not see the email in your Inbox, check your junk/spam folder.)
- i. Click the link in the email and fill out the screen to complete the account creation process.

2. Once you have a ParentVUE account, return to [https://or-hi.edupoint.com/PXP2\\_OEN\\_Login.aspx](https://or-hi.edupoint.com/PXP2_OEN_Login.aspx) and enter your name & password.

If you have any students currently enrolled in the district, you will be brought to the ParentVUE dashboard, with your current students' information shown on the screen. To enroll a new student, use the "Online Registration/Verification" link in the upper right menu.

Parents without current students will be brought directly to the New Registration screen.

Select the School Year and grade level of the new student you are enrolling from the drop-down menu, then follow the step-wise instructions on each screen to enroll your student.