

DESKTOP, LAPTOP OR TABLET BUS REGISTRATION INSTRUCTIONS:

We recommend that you complete the **2020-21 Transportation Registration Application on a desktop, laptop or tablet, see step by step instructions below.**

1) Login to your [PowerSchool Parent Portal](#) account and select SchoolEngage (look for the multi coloured grad cap in the bottom left corner).

2) Once you are in SchoolEngage, click on the student(s) name (on the left menu bar) who you would like to register. This will open a **Forms** window on the right side of the page.

3) In the **Forms** window you will see the **2020-21 Transportation Registration Application** form.

4) On the bottom right, just below "**Edit or Submit Incomplete Forms**" There is a small icon (that looks like a piece of paper), when you hover over it, it will say open. Click on open and proceed to completing the form.

5) Once you have submitted the form you will receive a confirmation email.

6) Before the first day of school you will receive an email stating if the application has been approved or denied. This email will include information on the next steps.

7) If you have more than one child who requires school bus transportation please go back to step two and go through the process again.

- [Mobile registration instructions](#)