

Parents' Guide to Online Registration 2023-2024

PLEASE READ FIRST

ALL NEW students to the district **MUST** report to the school registrar at your zoned school for assistance with the registration process. Please do not attempt online registration on your own if you have a new student. Students from Manchester City Westwood Middle School are **NOT** new students. They are already **ENROLLED**.

ALL Kindergarten and Pre-K enrollment will be completed on July 31 or during your assigned phase-in day. Do **NOT** enroll or update any Kindergarten or Pre-K students at this time.

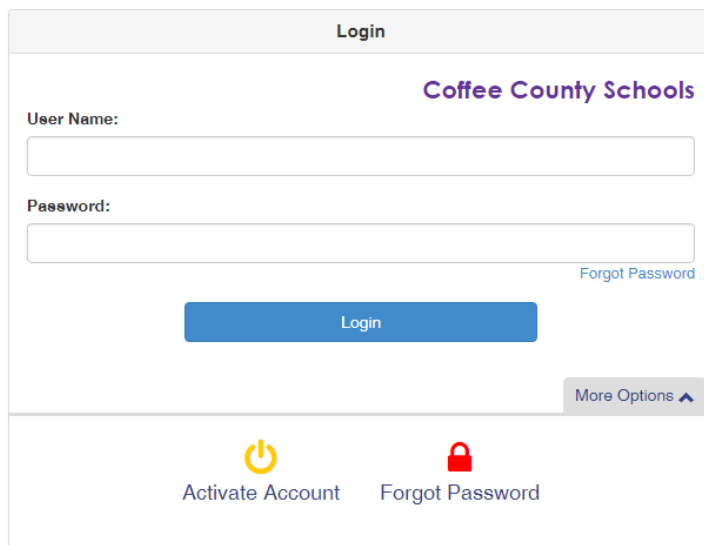
The Enrollment Update opens July 24, 2023.

Enrollment Update

Parents will use ParentVUE to update student information using this link:
<https://psv-coffee.tnk12.gov/COF>

If you forget your password

- Go to <https://psv-coffee.tnk12.gov/COF>
- Click on the “More Options” tab
- Then click on the red pad lock forgot password.
- Synergy will then only send the change password to the email you used to register ParentVUE.



The screenshot shows a web form titled "Login" for "Coffee County Schools". It includes a "User Name:" label above a text input field, a "Password:" label above another text input field, and a "Forgot Password" link to the right of the password field. A blue "Login" button is centered below the fields. A "More Options" dropdown menu is located at the bottom right of the form area. Below the form, there are two options: "Activate Account" with a yellow power icon and "Forgot Password" with a red padlock icon.

All enrollment updates must be completed by AUGUST 31. StudentVUE accounts will be suspended for all students who do not have an enrollment update completed by this deadline.