

Annual Update of information

2022-2023 School Year

All returning and pre-registered students are required to have current demographic information reviewed and updated at the beginning of every school year.

- On-line Information Review completed with ParentVue
 - Click here to access the ParentVUE login page: https://nm-gmc-psv.edupoint.com/PXP2_Login.aspx
 - Registration packets will not be available
 - Online registration is the only option to update information on students
 - School site staff will be available to help by providing you with an Activation Key
 - You MUST have a valid/accessible email address to access and setup your account
 - If you already have account, then you can use your current account access to see the “Annual Update of Information” option for each student you have enrolled with GMCS
 - If you have forgotten your password, you can contact the school site for assistance in resetting your password.
 - **Your child’s registration for the new school year is not complete until you provide any documents that you were unable to upload to the application**
- Please make sure you have the following available to complete the registration process:
 - Parent/Guardian information and phone numbers
 - Emergency contact information and phone numbers
 - Valid email address for enrolling parent

The application will be under review until all documents are received.

Failure to complete the Annual Update of Information could lead to your child’s withdrawal from school. They will lose their schedule and you will have to re-enroll the student, with a similar process as above. School sites will begin review of Annual Update immediately and will begin identifying students who have not been processed. Notifications will begin within the 1st week of school.

Required documents at time of registration:

- Residency proof – if your address has changed
 - To ensure students are identified with the correct attendance area school, the parent must provide proof of their physical address (not mailing)
 - Acceptable documents with the physical address listed, are:
 - NM Driver’s license
 - Utility/Phone Bill, dated with 60 days of enrollment
 - Rental Agreement
 - Deed/Mortgage payment receipt, dated within 60 days of enrollment
 - Property tax bill for current year
- Custodial documents for anyone not listed as the parent on the student’s birth certificate
 - Documents must be notarized and current – outdated documents will not be permitted
 - Acceptable documents
 - Power of Attorney – where the parent and temporary guardian have both signed before a notary – this document is only good for 6 months. A new document must be submitted at the beginning of the school year.
 - Care Giver’s affidavit – if the parent listed on the birth certificate is unavailable and cannot be found, then this form may be put in place for the current care giver to enroll student. Must be signed before notary. This document is good for one school year. A new document must be submitted at the beginning of the school year.
 - Court document granting temporary custody – this document is only good for six months unless otherwise stated.
 - Court document granting permanent custody