ParentVUE – Reporting Absences

From ParentVUE, parents can enter absences for a single day or a range of days. No absences can be submitted for past dates, and they can be submitted up to one week in advance.

From a browser – Log in to ParentVUE (https://rcsvue.rochester.k12.mi.us)
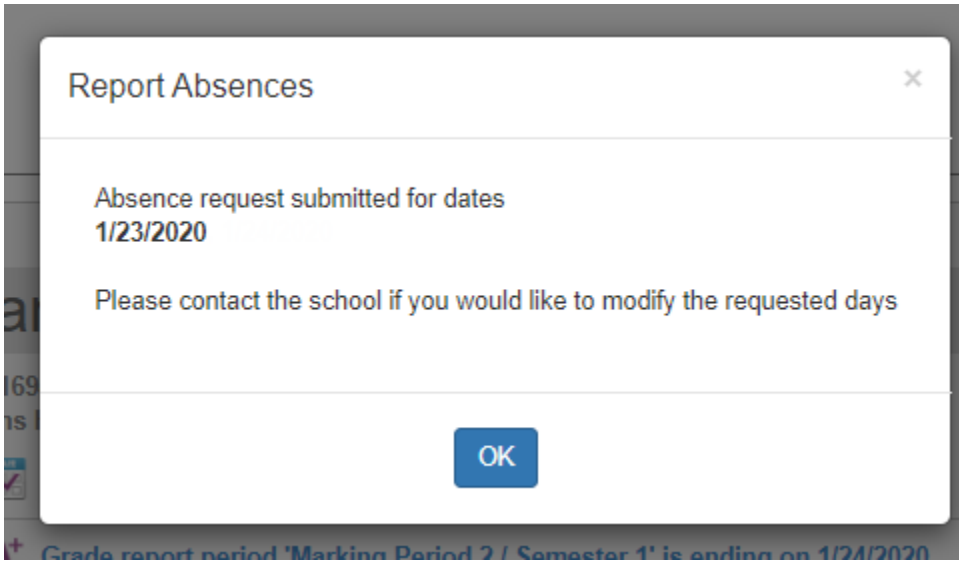
1) Click on the Report Absence button.

2) Enter the absence date(s) and select "Absent" as the reason. Use the Note box for an explanation of the absence. <u>If you add an End Date, it will be included as a day of absence.</u> Click Save to submit the absence.
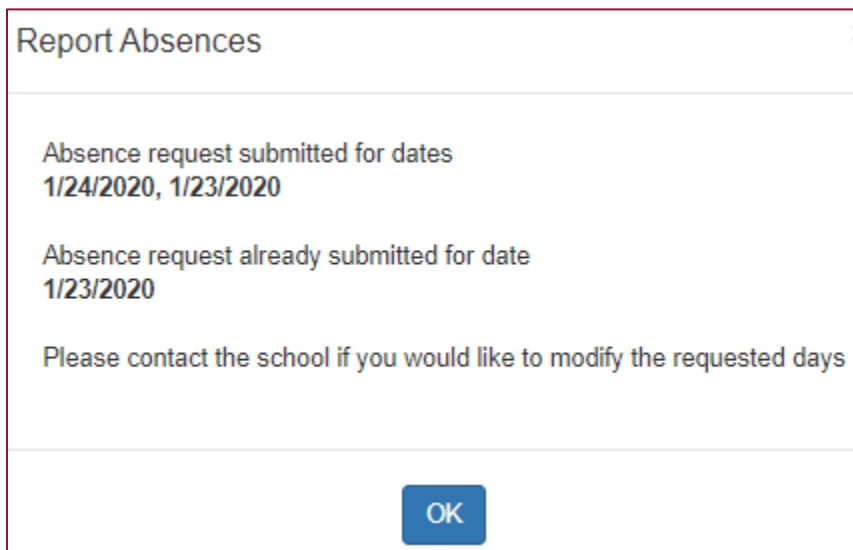

3) A confirmation window will show the absence information that was submitted.

ParentVUE – Reporting Absences

Report Absences   ✕

Absence request submitted for dates
1/23/2020

Please contact the school if you would like to modify the requested days

OK

Grade report period 'Marking Period 2 / Semester 1' is ending on 1/24/2020

If a parent tries to enter a duplicate absence, the following notification will show.

Report Absences

Absence request submitted for dates
1/24/2020, 1/23/2020

Absence request already submitted for date
1/23/2020

Please contact the school if you would like to modify the requested days

OK

From the ParentVUE App – Log in

1) Click on the Report Absence button.

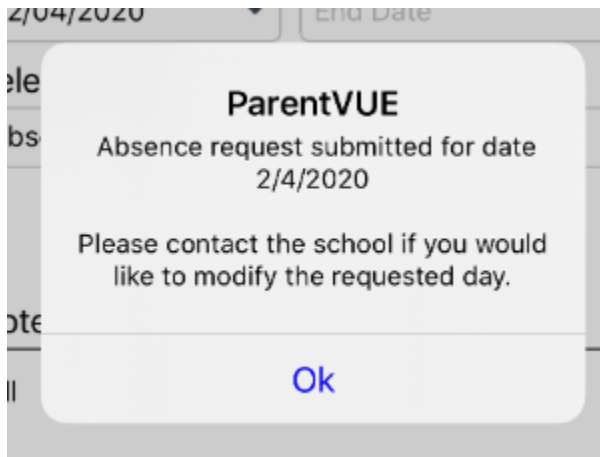2) Enter the absence date(s) and select "Absent" as the reason. Use the Note box for an explanation of the absence. Click Save to submit the absence.

3) A confirmation window will show the absence information that was submitted.

Additional Notes

- Parents can enter full day absences only. There is no option to mark only certain periods as absent.
- Parents can enter absences up to midnight of the current day and up to one week in advance.
- Parents can use either the app or the browser to enter absences.
- Absences for concurrently enrolled students will be sent to each school for processing.