

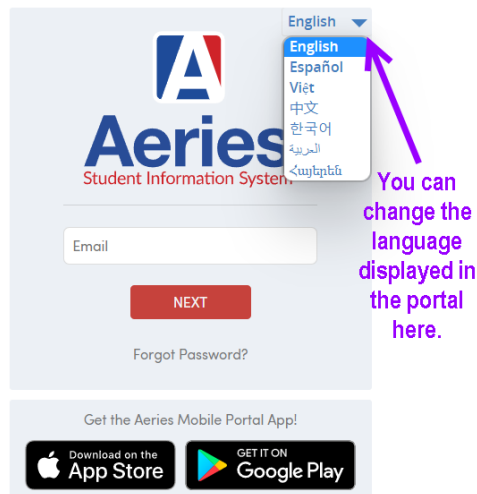
Aeries Data Confirmation Parent Guide

Data Confirmation is an Aeries feature that allows parents to update student demographic, contacts, authorization information and allows access to important documents. This process replaces the “**Summer Re-Registration**” where parents are usually required to update emergency cards, sign various documents, and establish authorizations.

You must have already [established an Aeries parent portal account](#) in order to complete Data Confirmation. To verify this, check with your student’s school to make sure they have your most recent email address listed in Aeries.

Click on or copy and paste the following URL into your browser to login to your parent portal account: <https://aeriesportal.riversideunified.org/parent>

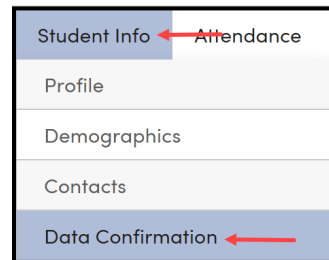
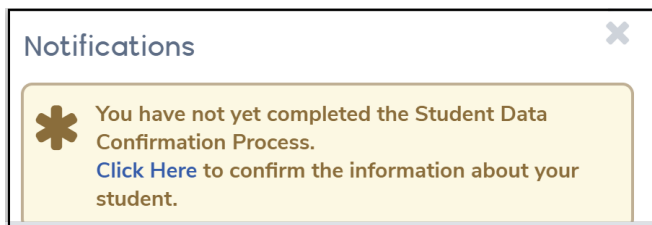
Riverside Unified School District



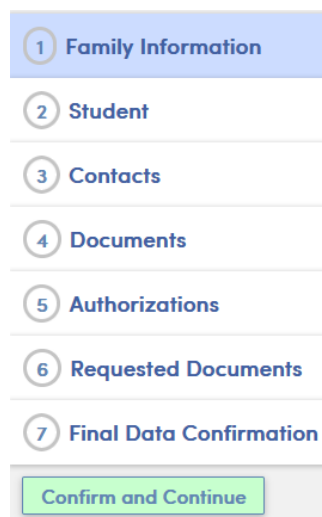
- Enter the email address that you initially provided to your student’s school to set up your Aeries Parent Portal account.
- Enter the password that was emailed to you during the initial setup of your Aeries Parent Portal account. If the password has changed since the original setup, enter the most recent password used.
- Once the email address and password have been entered correctly, click **SIGN IN** to log in to Aeries Parent Portal.
- If you forgot your password, click on **Forgot Password?** This will initiate the process to reset your password. You must have access to the email address that was used to initially set up the Aeries Parent Portal account in order to reset your password.

For assistance logging into your portal account, contact your student's school office. For assistance completing Data Confirmation, you may reach out to the [Family Resource Center](#) or your student's school office.

Once you're logged into Aeries Parent Portal, you should see a yellow banner stating, "You have not yet completed the Student Data Confirmation Process." Click on the **Click Here** link to go directly into Data Confirmation. If there is no yellow banner at the top (as shown below), you can find **Data Confirmation** under the **Student Info** menu tab.



To complete Data Confirmation, you will need to carefully review and update all seven tabs. You must click the green "Confirm and Continue" button in order to save the information and proceed to the next tab.



1. Family Information

Answer the following questions: 1) This student is or is not in foster care, 2) Whether or not at least one parent/guardian is active in the US Armed Forces (Army, Marines, Air Force, Navy, or National Guard), and 3) the Student Housing Survey:

Please select one of the following options to complete the foster survey:

This student is not in foster care

This student is in foster care

Please select whether or not at least one parent/guardian of this student is active in the United States Armed Forces:

Yes, at least one parent/guardian of this student is active in the United States Armed Forces.

No, this student does not have a parent/guardian who is active in the United States Armed Forces.

Please select one of the following options to complete the residence survey:

A temporary residence provided for homeless individuals who would otherwise sleep on the street or a temporary residence provided to individuals in emergency situations. This is also applicable to children who are in temporary residences awaiting permanent placement in foster care.

A temporary residence for homeless individuals usually requiring payment or vouchers for lodging and services on a daily, weekly, or monthly basis.

2. Student Demographics

Review, update or fill in the following fields, if missing: Residence Address, Home Telephone, Student Mobile, Corresponding Language, Birth City, Birth State, and Birth Country. Providing the student's birth country may help increase district funding for student services.

Note: A change of address requires you to provide two proofs of the new address to your student's school office. Updates to primary residence address on this tab will NOT reflect in Aeries until verified and approved by the school office.

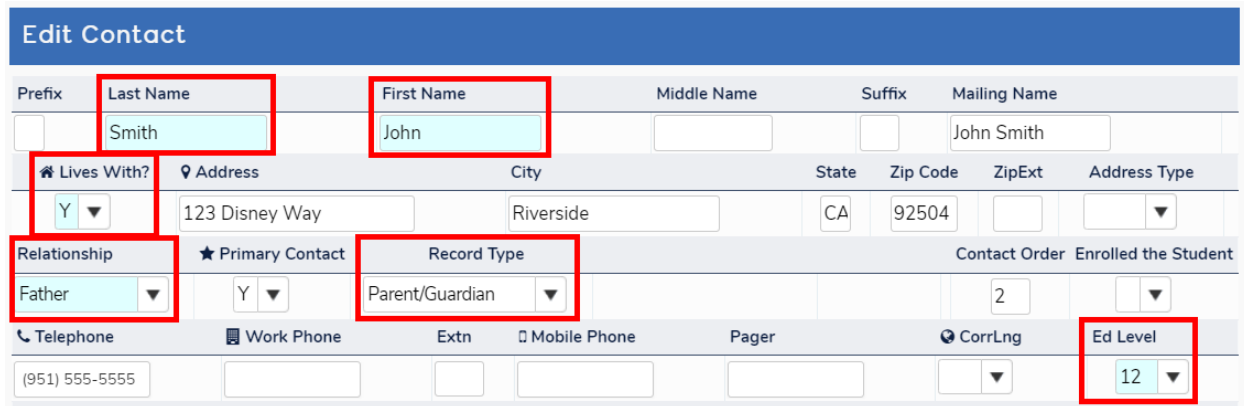
Student Demographics		Notes
Mailing Address	555 DISNEY WAY City: ANAHEIM State: CA Zip: 92802-	Changes to this information will NOT be saved in the system. Instead, the new information will be emailed to the school and the school will contact you for additional information.
Residence Address (if different than Mailing Address)	555 DISNEY WAY City: ANAHEIM State: CA Zip: 92802-	Changes to this information will NOT be saved in the system. Instead, the new information will be emailed to the school and the school will contact you for additional information.
Primary Phone	(555) 123-4567	
Student's Mobile		
Correspondence Language	English	Letters and Report Cards sent home from the school will be sent in this language. Not all languages listed are supported by the district.
Birth City		
Birth State	Alberta	
Birth Country	Canada	

Save Cancel

3. Contacts

On this tab, you can add, delete and/or update new emergency contacts. Please note that there are now six required fields (highlighted in blue) that you must fill in for every new or existing contact.

- **Lives With?:** Indicate Yes or No if the contact lives with the student
- **Relationship:** Indicate the contact’s relationship to the student
- **Record Type:** Select Parent/Guardian or Emergency Contact
- **Ed Level:** Select the highest education level for each primary parent/guardian or select 90 Non-Parent/Info Not Needed for all other emergency contacts



Prefix	Last Name	First Name	Middle Name	Suffix	Mailing Name	
	Smith	John			John Smith	
Lives With?	Address	City	State	Zip Code	ZipExt	Address Type
Y	123 Disney Way	Riverside	CA	92504		
Relationship	Primary Contact	Record Type	Contact Order	Enrolled the Student		
Father	Y	Parent/Guardian	2			
Telephone	Work Phone	Extn	Mobile Phone	Pager	CorrLng	Ed Level
(951) 555-5555						12

4. Documents

Click on each PDF document to review and print, if necessary. Click on the check box next to each document to acknowledge that you have read the document.

Please open, read and print the attached documents below. Please confirm you have reviewed the documents regardless of language by checking the adjacent box where applicable.

IMPORTANT: Parents must print out, sign and return to school all documents.

****If you do not have access to a printer at home, copies of all required forms will be available at your child's school.****

Documents

District Documents

RUSD 2020-2021 Parent_Guardian and Student Handbook *Required

I have read the required document.

5. Authorizations

Carefully read through each authorization, indicate your response in the **Status** column, and click **Save** at the bottom of the screen.

Authorizations and Prohibitions	
Description	Status
<p>Acceptable Use Agreement Rules and Regulations #6163.4(g) (Ref. Policy # 6163.4) As the parent of guardian, I hereby consent to my student's use of the internet at school. I also agree not to hold the district responsible for materials acquired by the student on the system, for violations of copyright restrictions, users' mistakes, negligence, or any costs incurred by users.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Media Release The district occasionally receives requests from the news media and other agencies to photograph or videotape/record students. These requests are often received on a spur-of-the-moment basis, which makes it difficult to obtain immediate parental consent. Parental consent is requested for your student to be photographed/videotaped/recorded during the school year. This may include District promotional news clips for social media websites (including but not limited to Facebook, Instagram, YouTube, blogs, etc.).</p>	<input type="checkbox"/> Allow <input type="checkbox"/> Deny
<p>Publishing Student Work/Photo/Name Student work and photos may be published on the Internet for a world-wide audience via RUSLink.net or other district affiliated social media websites (including but not limited to Facebook, Instagram, YouTube, blogs, etc.) with the consent of the student and (if the student is under 18) parent/guardian.</p>	<input type="checkbox"/> Allow <input type="checkbox"/> Deny
<p>Student/Parent Handbook I acknowledge that I have read, discussed and understand the School Information for Students and Parents Handbook 2019-2020, and I have reviewed the school discipline information therein.</p>	<input type="checkbox"/> Acknowledge
<p>Discipline Information Please review the Discipline section of the student/parent handbook with your student. Your acknowledgment indicate you have reviewed the Discipline information and discussed school rules with your student.</p>	<input type="checkbox"/> Acknowledge
<p>School Attendance Information Please read and review with your student the Attendance Information Section of the parent/student handbook. It is important for parents and students to know and understand the legal requirements for students to attend school each day the schools are open and in session. You acknowledge that you have read, discussed and understand the School Attendance Policy.</p>	<input type="checkbox"/> Acknowledge
<p>Meal Application I have been provided with information regarding Riverside Unified School District's Meal Program (National School Lunch Program, NSLP). I understand if my student was on the Meal Program during the 2019-2020 school year, I must reapply for the 2020-2021 school year for my child to continue receiving meals at no cost to me. I understand if I do not apply for the Meal Program by the first 30 days of school, my student will be released from the Meal Program and I will begin to pay for my student's meals. For more information or to apply visit Meal Program Application.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>* Response Required</p>	
<input type="button" value="Save"/>	

6. Request Documents

This tab allows you to upload PDF, Word, and JPG (picture) documents, if requested to do so by the school, or if providing proofs of new address for an address change.

Please upload the following documents.

Residency Verification
Required

Please provide a current copy of a utility bill, internet bill or other invoice with your name and address. You may upload a PDF or JPG of the bill.

Files

7. Final Data Confirmation

Click on the **Finish and Submit** on the left-hand side of the form to finalize the Data Confirmation. If applicable, bring any requested documents back to the school site during your student's registration day.

1. Confirm the information
2. Click **Finish and Submit** button
3. Return required school documents