Online Enrollment Instructions

USD 330 Mission Valley - 2025-2026

New Students

ALL new students/families will need to enroll in person on Tuesday, August 5th from 9 am to 6 pm in the Elementary Lunchroom. New students will need to provide a birth certificate, immunization records, and a Health Assessment.

If you are unable to attend Enrollment at MV on Tuesday, August 5th or have any other questions, please contact either the elementary or JH/HS office.

Returning Students

1. Navigate to the Parent Portal login page using
   a. Link - mv330.powerschool.com/public/
   b. MV Website - mv330.org; Parent Information Center; PowerSchool OR
   c. App



2. Enter your Username and Password. Then, click “Sign In.” *(You should only have one account for all of your children).*

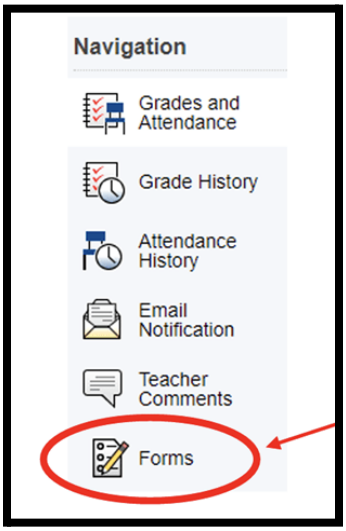
   • Forgot username or password? Click on “Forgot Username or Password” and directions will be emailed. Please allow 3-5 minutes for email to go to your inbox. If you don’t see the email in your inbox, check your spam/junk folder. If the email goes to your Spam/Junk folder, mark it as “safe”. Your child’s office can also help with this if needed.

   • Need to add a NEW student to a pre-existing account? If you have an account but need to add a child to it, please contact the school to obtain an Access ID and Access Password.

Last updated 8.4.2025

3. Once you are logged into PowerSchool, select “FORMS” on the left side of the screen.

- If using the app, select “more” & “forms”.



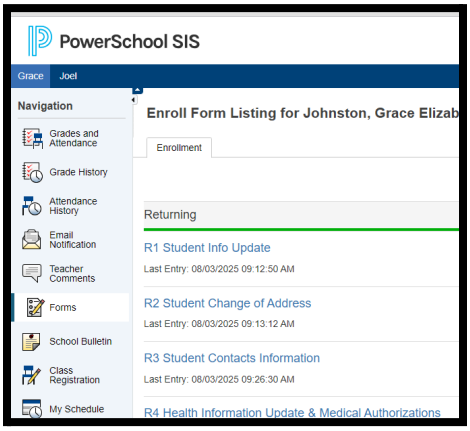
4. Once you select the Forms option from your account, the necessary forms for your student's enrollment will appear for you to complete.

5. Fill out ALL the forms and click “SUBMIT” at the bottom of each form when completed.

6. You will know you are finished when you see all the green check marks. If not, return to that form and complete.



7. If you have another student, click the next student’s name and complete all forms for that student.



8. Once all forms are completed for each student, you can log out of PowerSchool.

Other information

- You only need to make necessary changes to existing information

- You can only enroll your student(s) if you have an active PowerSchool Parent/Student account.
- If you cannot complete this enrollment online, computers will be set up to enroll your student(s), and assistance will be provided on enrollment day, August 5th from 9 AM - 6 PM.
- To pay student fees & put money on a family meal account, you can
    - Drop off cash or check at the school in the grade-appropriate offices
    - Mail check to the grade- appropriate office OR
    - Pay with a credit card through ezschoolpay.com (there will be a convenience fee applied to your payment)

Contact information

Mission Valley JH/HS
12913 Mission Valley Rd #A
Eskridge, KS 66423
866-557-6686 option 2
mhittle@mv330.org or
bjackson@mv330.org

Mission Valley Elementary
12913 Mission Valley Rd #B
Eskridge, KS 66423
866-557-6686 option 3
mveoffice@mv330.org