



Important Information

1. Annual Student Forms must be completed through PowerSchool **every year, even if your information remains the same.**
2. PowerSchool works best on a computer or through the official mobile app (available for Android and iOS devices). Instructions for both are included below.

1. Signing Into PowerSchool

On a computer:

1. Go to the Winooski School District website: <https://www.wsdvt.org/>
2. Look in the upper right hand corner and click on the PowerSchool icon (*pictured to the right*).
3. Sign in using your username and password.



PowerSchool

Using the app:

1. Download the official PowerSchool Mobile app.
2. Open the app and enter our **4 digit District code: BLTS**
3. Sign in using your username and password.

If you do not remember your username or password, send an email to register@wsdvt.org and request a password reset. Please include your full name, your student(s) name, and their date of birth, so that we can verify your identity.

Instructions continue on the next page.

2. Completing the Forms

Finding the Forms

On a computer:

1. Look in the upper left hand corner and select your student.



2. Then, look down the left hand menu and select "Forms".



Using the app:

1. Look in the upper right hand corner and select your student.
2. In the bottom right hand corner and select "More".



3. Select "Forms"

Filling them out:

1. Select the first form to open it.
 - a. You should see all of the information we have on file.
 - b. If anything is missing or needs updating, please click "Yes" and update it.
 - i. Enter your information. Every field marked with a red star (*) is required.
 - c. If everything looks correct, click "No".
2. When done with a form, select "Submit" in the bottom right hand corner.
3. **Repeat this process for each form and each student.**