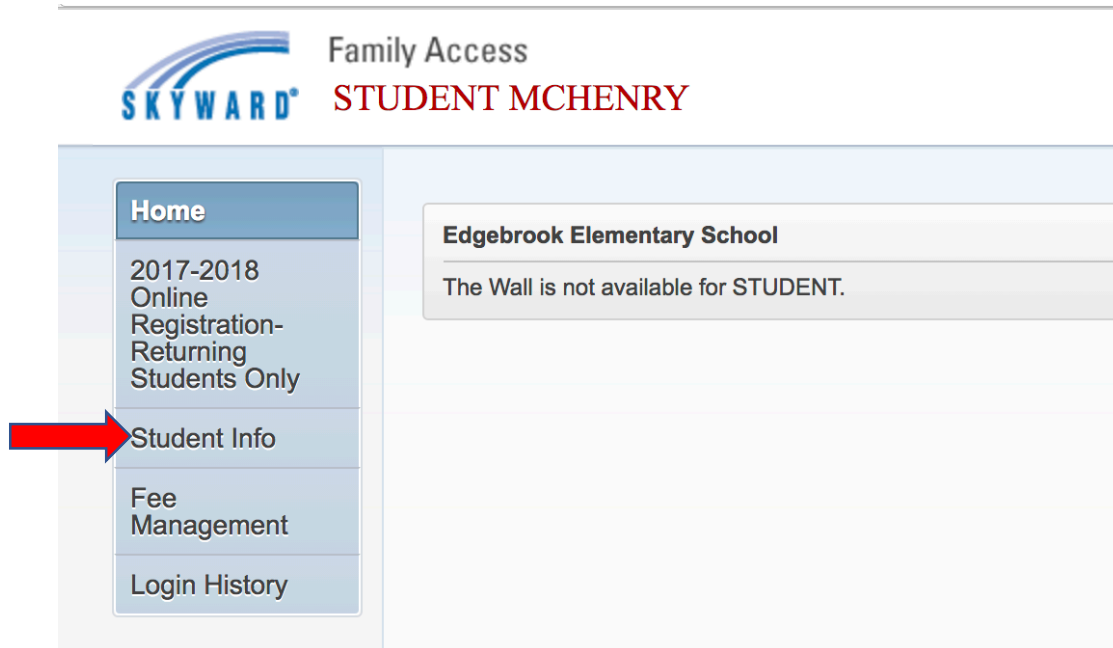
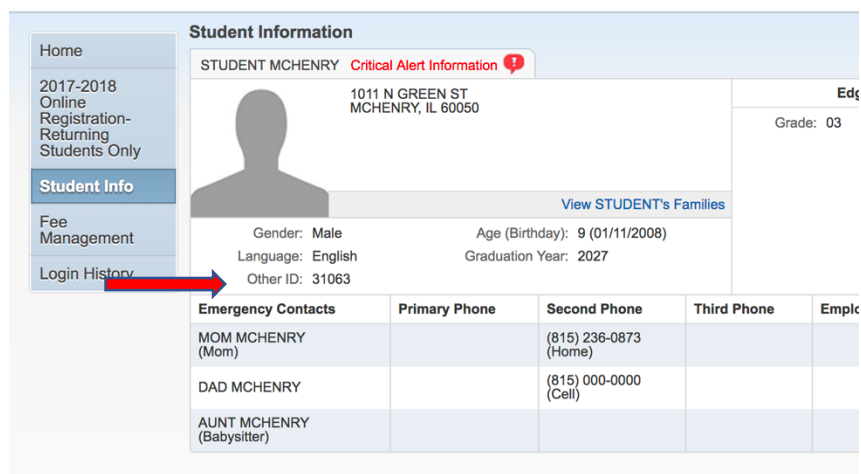


## HOW TO FIND YOUR CHILD'S OTHER ID NUMBER IN SKYWARD/FAMILY ACCESS and ACCESS YOUR STUDENT'S ONLINE BUS PASS

1. Visit [Family Access/Skyward](#) and Log In.  
(If you don't know your Family Access Login information please click on "Forgot Username/Password." Enter your email or USERNAME (which will be your first name DOT last name - Example: mom.mchenry). A password will then be emailed to you!)
2. Click on "Student Info" on the left hand side of the screen

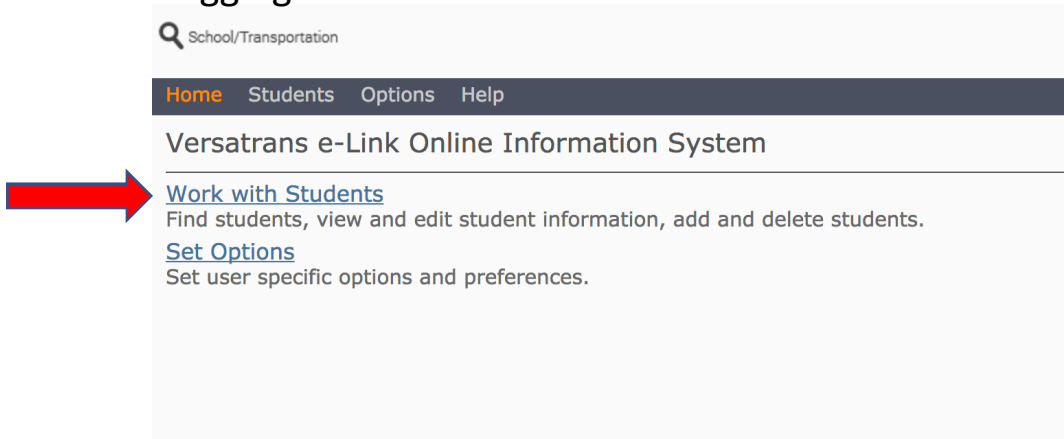


3. You should then see the "OTHER ID," which will be used as your **USERNAME** and **PASSWORD** to get your child's bus pass.



4. Visit <https://versatransweb06.tylertech.com/mchenrysd15/elinkrp/login.aspx> and Login. Your **Login** and **Password** is your OTHER ID # that we found in Skyward/Family Access.

5. After logging in click on “Work With Students.”



School/Transportation

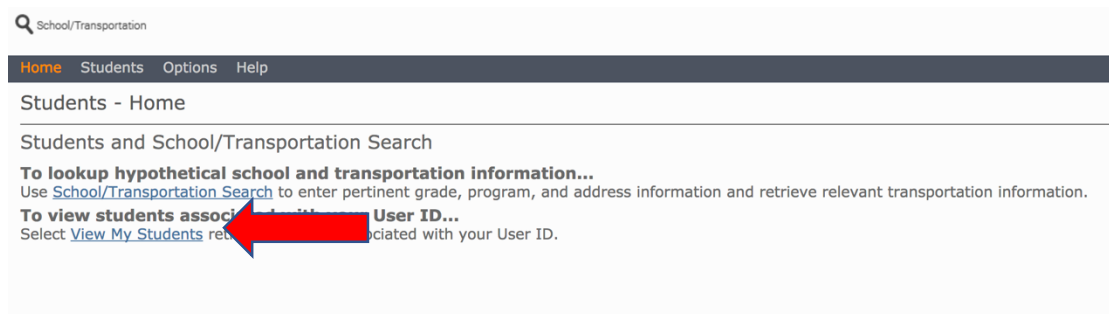
[Home](#) [Students](#) [Options](#) [Help](#)

Versatrans e-Link Online Information System

[Work with Students](#)  
Find students, view and edit student information, add and delete students.

[Set Options](#)  
Set user specific options and preferences.

6. Click “View My Students”



School/Transportation

[Home](#) [Students](#) [Options](#) [Help](#)

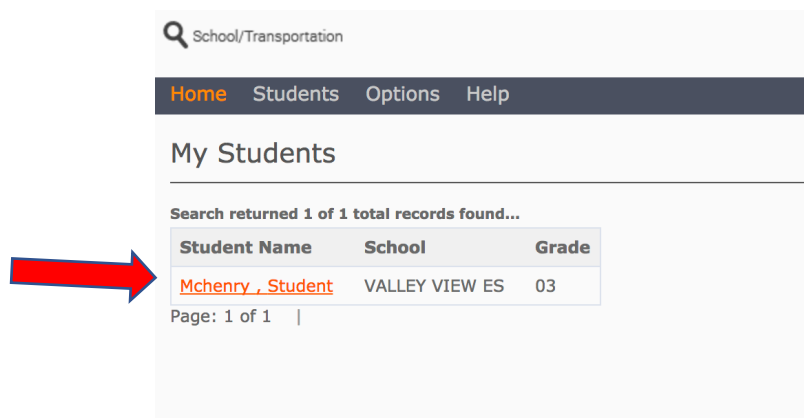
Students - Home

Students and School/Transportation Search

**To lookup hypothetical school and transportation information...**  
Use [School/Transportation Search](#) to enter pertinent grade, program, and address information and retrieve relevant transportation information.

**To view students associated with your User ID...**  
Select [View My Students](#) related to the User ID associated with your User ID.

7. Click on your Student’s Name



School/Transportation

[Home](#) [Students](#) [Options](#) [Help](#)

My Students

Search returned 1 of 1 total records found...

Student Name	School	Grade
<a href="#">Mchenry, Student</a>	VALLEY VIEW ES	03

Page: 1 of 1 |

8. You should now be viewing your Student’s Bus Pass/Route Information. Please view the picture below for key areas to pay attention to and for detailed descriptions of how to read this.

The screenshot shows a web interface for viewing student transportation records. At the top, there is a search bar with 'School/Transportation' and a navigation menu with 'Home', 'Students', 'Options', and 'Help'. The main heading is 'View Student: Student Mchenry'. Below this, there are links for 'Email Student Record', 'Choose export option...', 'Go', 'Return to Student List', 'View Previous Student', and 'View Next Student'. A section titled 'Viewing Record 1 of 1' contains 'Student Information' and 'Transportation Information'.

**Student Information**

First Name:	<b>Student</b>	Last Name:	<b>Mchenry</b>
Grade:	<b>03</b>	Middle Name:	
School:	<b>VALLEY VIEW ES</b>	Last Name Suffix:	
Program:	<b>PUBLIC SCHOOLS</b>	Legal Name:	
Eligibility:	<b>H</b>	Birth Date:	<b>4/16/1978</b>
Family ID		Home Phone:	<b>815-385-6622</b>
		Gender:	<b>M</b>

[Hide Transportation Information](#)

**Transportation Information**

**Transportation Information**

Request Information: Type: <b>IN</b> Status: <b>Ride</b> From: <b>1819 N DOT</b>						
Days: <b>All</b> Walk Dist: <b>0.00</b> mi. To: <b>VALLEY VIEW ES</b> 9:03 AM						
<b>From</b>	<b>TIME</b>	<b>Route</b>	<b>Bus</b>	<b>Days</b>	<b>To</b>	<b>Time</b>
1819 N DOT	8:29 AM	42A	86	MTWHF	VALLEY VIEW ES	9:03 AM
Request Information: Type: <b>OUT</b> Status: <b>Ride</b> From: <b>VALLEY VIEW ES</b> 4:00 PM						
Days: <b>All</b> Walk Dist: <b>0.00</b> mi. To: <b>1819 N DOT</b>						
<b>From</b>	<b>Time</b>	<b>Route</b>	<b>Bus</b>	<b>Days</b>	<b>To</b>	<b>TIME</b>
VALLEY VIEW ES	4:00 PM	41P	98	MTWHF	1819 N DOT	4:33 PM

[Show Basic Information](#)

9. Please pay attention to the highlighted items on the Bus Pass –
- YELLOW Highlighted **TIME** = The time the bus will **PICKUP** your student from home
  - YELLOW Highlighted **ROUTE** = The route # of the Bus that will **PICKUP** your student from home
  - RED Highlighted **ROUTE** = The route # of the Bus that will **DROPOFF** your student at home after school
  - RED Highlighted **TIME** = The time the bus will **DROPOFF** your student at home after school

If you have any additional questions regarding your student’s bus information please contact the Transportation Department at (815) 385-6622.