



Antelope Valley Schools Transportation Agency

Dear Parents/Guardians and Students:

The SMART-Tag Parent Portal is now available. The Parent Portal allows parents to sign up for SMART-Tag alerts and receive emails or text messages when their child’s bus is approximately 10-15 minutes from their stop. Parents can visit the AVSTA website at www.avsta.com to register and log in by clicking on the “SMART-Tag Parent Portal.”

Make sure to register!

Before registering, please have the following information: 10-digit Student State ID number, Date of Birth, Campus name, and transportation district (you must select AVSTA for the district). **Please call your school if you need assistance retrieving your student’s 10-digit State ID.**

Go to www.avsta.com, click on the “SMART-Tag Information” tab, for video tutorials and the "SMART-Tag Parent Portal," for a curated list of Frequently Asked Questions. Follow the quick step guide outlined below.

➤ **How to “Register” for the Parent Portal**

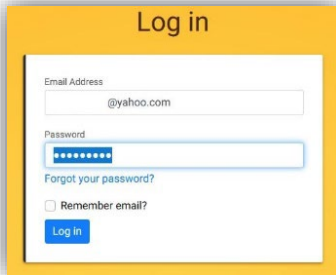
The registration process is shown in 8 steps:

- 1. Register**: The initial AVSTA Student Ridership Parent Portal page with 'Register' and 'Log in' buttons.
- 2. Select District: AVSTA**: A page titled 'Select your district' with a dropdown menu set to 'AVSTA' and a 'Select District' button.
- 3. Click, “Begin Registration”**: A 'Requirements' page with fields for 'Student ID', 'Date of Birth', and 'Campus Name', and a 'Begin registration' button.
- 4. Select Campus Name, enter Student State ID, select Birthday, click, “Find Child”**: A 'Find Your Child' page with dropdowns for 'Campus Name' (Monte Vista Elementary School), 'Student Date of Birth' (June 19, 2014), and a 'Find child' button.
- 5. Confirm that student information is correct. Click, “This is my child”**: A 'Confirm Child' page for 'Tiffany' at 'Monte Vista Elementary School' with a 'This is my child' button.
- 6. Type in your email create password, click, “Send Confirmation”**: An 'Account Details' page with fields for 'Child' (Tiffany), 'Parent Name', 'Email Address' (@yahoo.com), 'Create Password', and 'Confirm Password', with a 'Send Confirmation Code' button.
- 7. Check your e-mail Type in Confirmation Code, click “Submit”**: A 'Confirm Email' page with a 'Confirmation Code' field and a 'Submit' button.
- 8. That’ it! You’re Registered!**: A final 'Account confirmed!' page with a 'Log in' button.

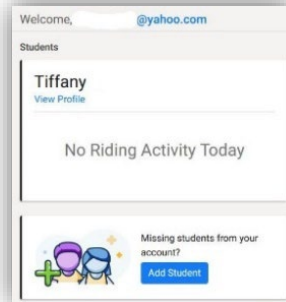
Navigating the Parent Portal

Navigate to <https://www.avsta.com/> to log into the Parent Portal by clicking on the "SMART-Tag Parent Portal."

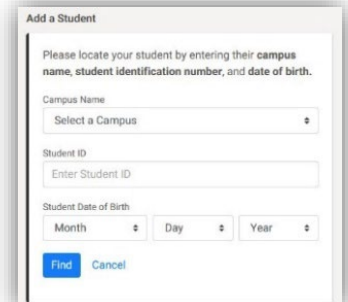
➤ How to "Add" additional students



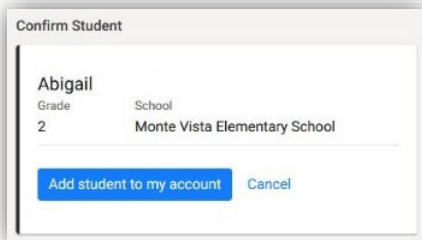
1. Log in



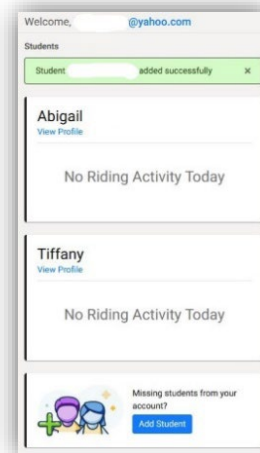
2. Click, "Add Student"



3. Select Campus, enter Student State ID, select Birthdate, click "Find."

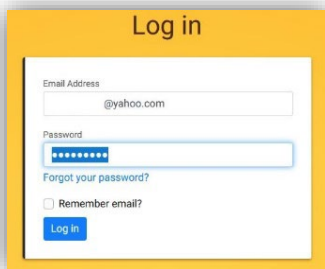


4. Confirm that student information is correct. Click "Add Student to my Account"

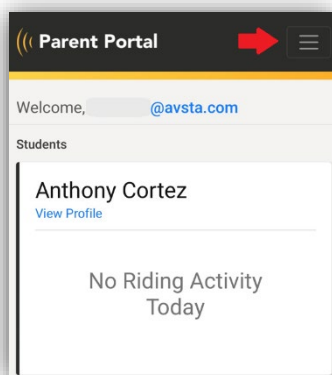


5. Student added successfully!

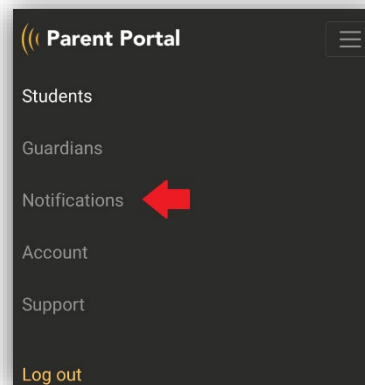
➤ How to turn on and off "SMART Alerts"



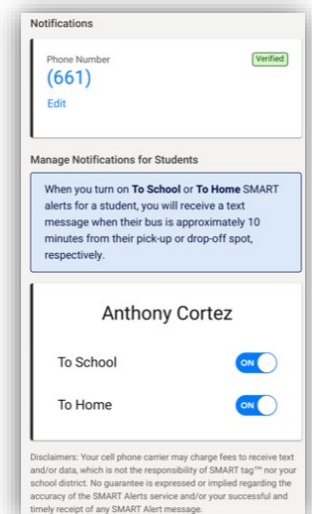
1. Log in



2. Click, "Menu"



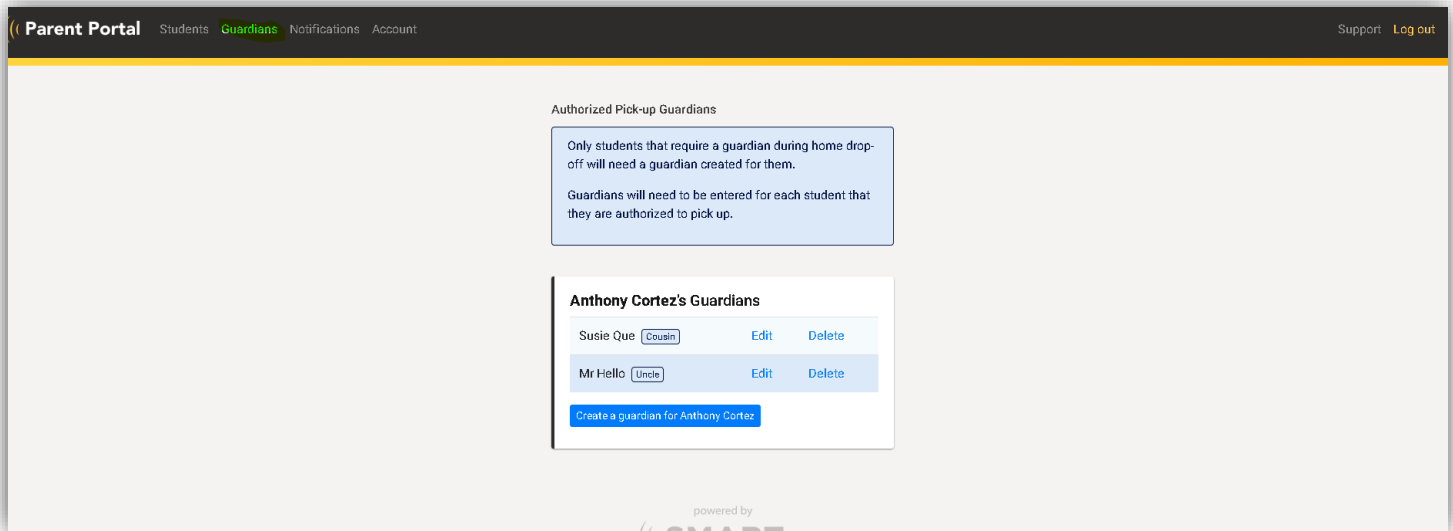
3. Click, "Notifications"



4. Enter & verify your phone number. Turn the "To School" & "To Home" Alerts on & off.

➤ **How to Create Guardian(s) for your student**

Log in to the Parent Portal > Click, “Guardians” at the top of the page or Menu > Click, “Create a guardian”> Type the guardian’s name (MUST MATCH IDENTIFICATION CARD) and the relationship to your student > Click, “Create”.



Visit <https://www.avsta.com/smart-tag-portal> for instructional videos and tutorials.

For further assistance, please get in touch with our Dispatch Supervisor at 661-952-3108 or by emailing dispatch_supervisor@avsta.com