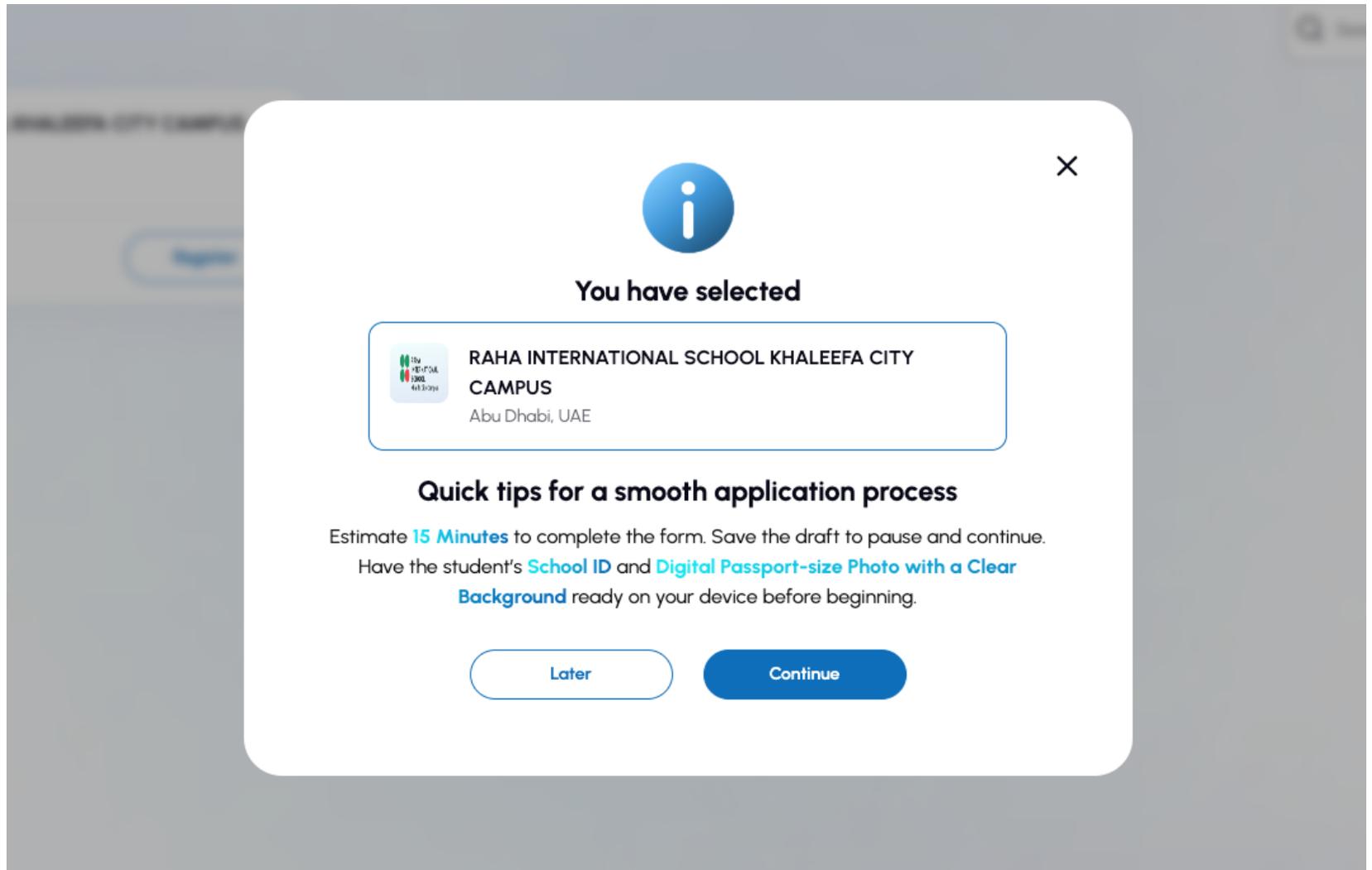




# How to Use STS Parent Portal

Step-by-step Guide with Screenshots

## Step 1: Select your School



The image shows a confirmation dialog box with a white background and rounded corners, centered on a grey background. At the top center is a blue circular icon with a white lowercase 'i'. To the right of this icon is a black 'X' symbol. Below the icon, the text 'You have selected' is displayed in bold. Underneath, there is a rounded rectangular box containing a small school logo on the left and the text 'RAHA INTERNATIONAL SCHOOL KHALEEFA CITY CAMPUS' and 'Abu Dhabi, UAE' on the right. Below this box, the heading 'Quick tips for a smooth application process' is followed by two lines of text: 'Estimate 15 Minutes to complete the form. Save the draft to pause and continue.' and 'Have the student's School ID and Digital Passport-size Photo with a Clear Background ready on your device before beginning.' At the bottom, there are two buttons: 'Later' in a white button with a blue border, and 'Continue' in a solid blue button.

**You have selected**

 **RAHA INTERNATIONAL SCHOOL KHALEEFA CITY CAMPUS**  
Abu Dhabi, UAE

**Quick tips for a smooth application process**

Estimate **15 Minutes** to complete the form. Save the draft to pause and continue.  
Have the student's **School ID** and **Digital Passport-size Photo with a Clear Background** ready on your device before beginning.

[Later](#) [Continue](#)

# Step 2: Fill Parent Information Form

*You will need to verify your mobile first, before you can complete the rest of the form.  
You must submit information for two different contacts.*



Home

School Bus Registration - Request for Service



### Guide for assigning multiple points of contact:

#### Primary contact

- Mandatory for all essential updates, payments (if applicable), and emergencies.
- Mobile and email ID verification required.

#### Secondary contact

- Alternate contact for emergencies
- Will not receive regular updates or transport information.

### Primary Contact\*

Mobile No.\*

[Send OTP](#)

Relationship\*

First Name\*

Middle Name

Last Name\*

Email ID\*

Reconfirm Email ID\*

### Secondary Contact\*

Add Another Contact?



Previous

Save as Draft

Next

# Step 3: Fill Student Details Form



Home

School Bus Registration - Request for Service



## Student Information

School\*

RAHA INTERNATIONAL SCHOOL GARDENS CAMPUS

First Name\*

First Name

Middle Name

Middle Name

Last Name\*

Last Name

Gender\*

Select

Date of Birth\*

dd/mm/yyyy

Bus Service Requested From\*

dd/mm/yyyy

Academic Year\*

Select

Grade\*

Select

School ID\*

School ID

Does the student have prevailing medical condition(s)?

Yes  No

Upload Photo\* Please provide a recent passport-size photo. Max. File Size: 5 MB

Browse

This is mandatory to identify the student

Previous

Save as Draft

Next

# Step 4: Fill Residential Information



Home

School Bus Registration - Request for Service



## Residential Information

Emirate/City\*

House/Building/Villa No.\*

Street Address\*

Transport Type\*

Pick-up Area\*

Drop-off Area\*

Transport Fees for Pick-up Area: Airport Road  
Drop-off Area: Airport Road  
AED 5,000.00



Pick-up Point\*

Drop-off Point\*

Previous

Save as Draft

Next

# Step 5: Agree to the Terms & Conditions Agreement



Home

School Bus Registration - Request for Service



## Terms and Conditions

The transport service will not be available to those who do not comply with the Terms and Conditions stated herein.

- I understand and agree with the terms stated in the [Terms and Conditions](#) and [Bus Behaviour Code](#).\*
- I understand and agree with the terms stated in the [Parent Undertaking](#).\*
- I agree to receive transport updates, alerts, and promotional material on the registered contact details.\*
- I declare the information given above is true and correct to the best of my knowledge. I understand that providing false information will disqualify my application.\*

OR

## Step 6: Submission Confirmation



Thank you for successfully submitting Request for Service. Your Reference number is 34947.

Our Service Delivery Executive (SDE) will confirm your registration. Upon confirmation you will receive the transport schedule and login credentials.

**Would you like to register a sibling?\***

Yes  No

Proceed