Here Comes the Bus uses your student’s Skyward “Alpha Key” identifier to add your student and their specific bus route to your HCTB account. When prompted in the HCTB setup to “Add Students,” enter this identifier of eight letters and/or spaces followed by three digits. You can find your key in the Skyward mobile app under the profile for each of your students. (NOTE: Students must be added from a desktop or tablet to enable ABC character keyboard)

**STEP 1**
LOGIN TO SKYWARD MOBILE APP

**STEP 2**
FIND THE STUDENT YOU WANT TO ADD TO HCTB

**STEP 3**
LOCATE THE ALPHA KEY UNDER THE NAME