Creating Connections Between Home and School

PowerSchool Parent Portal is a powerful, easy-to-use, secure communication tool connecting parents/guardians and schools. Online access to grades, attendance, and assignments makes it easier for parents to monitor student progress in grades 1 through 12, in real time.

PowerSchool Parent Portal will allow parents/guardians with more than one child to access all their children at one time with one username and password. We recommend that you keep your username and password private.

Creating a New Parent Portal Account

1. Click the **Create Account** tab and click **Create Account**.

2. Enter the required **Parent Account Details** in the following boxes.

Name -Parent first and last name.

Email -Student notifications related to your parent account will be sent to this email address.

Desired Username -Your username is your unique PowerSchool identity.

Password -Your password must be at least 8 characters long, contain at least one uppercase and one lowercase letter, contain at least one number and at least one special character.

3. Enter the required information for each student you are linking to the account in the **Link Students to Account** section.

Student Name- Student first and last name

Access ID- Student lunch/ID number

Access Password- Password received in an email or from the school

Relationship- Your relationship to the student

Linking Additional Students to an Existing Account
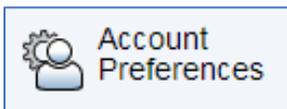
Use this feature to add one or more students to your active parent account. You will need an Access ID and Access Password. If you do not have this information or have questions, contact your child's school.

1. Click **Account Preferences** from the navigation menu. The **Account Preferences Profile** page displays.
2. Click the **Students** tab and then click **Add**.
3. Enter the Student's first and last name, the Access ID and Access Password and the Relationship to the student.
4. Click **OK**.
5. The newly added student now appears under **My Students**.
6. A confirmation email is sent to your email address.

Parent Portal Features

Grades & Attendance	This feature displays comprehensive information about student grades and attendance for the current term. Click on a course grade to view assignment details. Click on absences and/or tardies to view attendance details.
Grade History	This feature displays student quarter and/or semester report card grades.
Attendance History	This page displays the overall attendance of the selected student for all classes. The attendance legend displays at the bottom of the screen defining the attendance codes.
Email Notification	This feature provides parents the ability to manage account email preferences, including the choice of what information to receive, how often you would like to receive the information, and any additional email addresses you would like to use.
Teacher Comments	This feature displays any comment(s) that a teacher has attached to a report card grade.
My Schedule	This feature displays the current student schedule.
School Information	This feature displays school information such as school name, address and phone number.
Account Preference	This feature provides the ability to manage parent account information, including name, username, password and email address. This feature is also used to add additional students to your existing parent account.

For additional information, access the **Frequently Asked Questions** document found on the AACPS Parent Portal page.