

Creating your PowerSchool Parent Portal login

Note- Access IDs and Access Passwords for all students will be sent out the week of Sept. 13, 2010.

INSTRUCTIONS CREATING YOUR POWERSCHOOL ACCOUNT (PARENTS)

Creating an Account for the First Time:

To create your account, you will need the Access ID and Access Password given to you by your school. If you have multiple children in the district, you may want to wait until you have the Access ID and Access Password for each of them so that you can add them all to your account at the same time.

Follow these instructions for creating your account:

1. Go to the PowerSchool website at ps.grasslakeschools.com.
2. Click on the Create Account button.
3. Fill in all the blanks in the Parent/Guardian Account window.
4. In the Link Students to Account window, enter your student's Name, Access ID and Password and select your relationship to the student.
5. Repeat step 4 for any other children enrolled in our district (must have their Access ID and password).
6. Click Enter and you're finished!

To Add Another Child to Your Account (after it has already been created):

1. Log into the PowerSchool Parent/Guardian portal.
2. Click on the Preferences button in the upper, right-hand corner.
3. On the left, select the Students tab.
4. In the middle of the screen, select Add.
5. From the letter provided to you by your child's school, enter the Access ID and Password, fill in the Student's name and select an option from Relationship.