PowerSchool Parent Portal Adding an Additional Student to your Existing Account

STEP 1: Log-Into the <u>PowerSchool Portal</u> using your existing user name and password. If you have forgotten your username or password, select "*Forgot Username or Password?*" on the log in page.

STEP 2: Click on the **Account Preferences icon**, located on the Navigation sidebar on the left of the screen. Click on the Students Tab. Then, click Add and a new window will open for you to enter the student's name, Access ID, and Access Password.

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Navigation	Profile Students	
Grades and Attendance	Account Preferences - Students	
Grade History	To add a student to your Parent account, click the ADD button.	
Attendance History	My Students Add	F
Email Notification		
Teacher Comments		
<u> S</u> chool Bulletin		
Harak Class Registration		
My Calendars		
Account Preferences		