

PowerSchool Parent Portal

Adding an Additional Student to your Existing Account

STEP 1: Log-Into the [PowerSchool Portal](#) 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.

