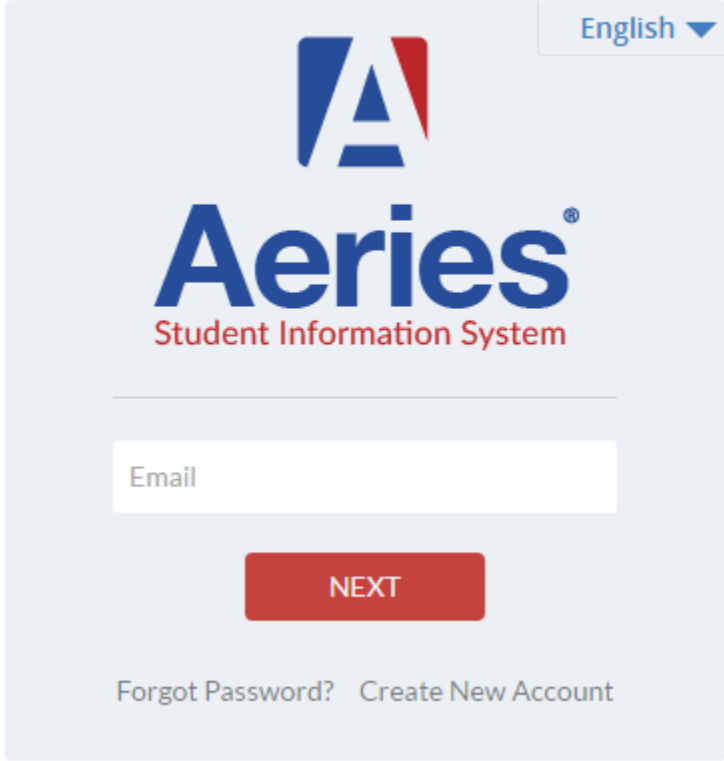


# Create an Aeries Parent Portal Account (Homelink)

## Registering for an account

Once parents/guardians or students have the required information in hand (ID Number, Telephone, and VPC), they can go to the Aeries Parent or Student Portal link provided by their school or district and click on the **Create New Account** link. This will take the parent or student through the Registration Process.

Note: Multiple languages are supported within the portal. Parents can select their desired language as part of the account creation process and will be presented with translated text throughout the process.



The screenshot shows the registration interface for the Eagle Unified School District Aeries Student Information System. At the top, the district name "Eagle Unified School District" is displayed. Below it is the Aeries logo, which consists of a stylized blue and red 'A' above the word "Aeries" in blue, with "Student Information System" in red underneath. A language dropdown menu in the top right corner is set to "English". A white input field labeled "Email" is positioned below the logo. A prominent red button with the text "NEXT" is centered below the email field. At the bottom of the form, there are two links: "Forgot Password?" and "Create New Account".

During this process, the individual will be asked for their Account Type, Parent or Student. With this individual account creation process, there is no way to prevent students from being able to create accounts if parents can create accounts. Students may eventually end up acquiring the VPC, ID, and TL from their parents and try to sign up for an account of their own. Giving students the option to sign up as

students will actually discourage them from signing up as parents. It will not prevent students from registering as parents but will help minimize the occurrences.

Step 1

Account Type - Parent/Guardian or Student

☒ Parent/Guardian ☐ Student

Previous

Next

Next the parent or student will be prompted for an email address and a password to use for their new account.

Step 2

Account Information

Please Enter The Following Information About Yourself

Email Address:

parent@example.com

Verify Email Address:


parent@example.com

Password:

.....

Retype Password:

.....


 A verification email will be sent to your email address from: [AeriesSupport@example.com](mailto:AeriesSupport@example.com)

Before continuing, please add this email address to your contacts or safe senders list, to ensure you receive this email.

Previous

Next

After that step, an email will be sent to that email address and the registration process will be halted until they go to their email inbox and click on the **Confirm This Email Address** link in the email that was sent.

**Aeries Account Verification**(parent@example.com)  
To parent@example.com

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Thank you for registering for an Aeries account. In order to ensure the account was requested by you, please click on the appropriate link below or copy and paste the URL into the Address bar of your browser.

If you can, please click on the following links to confirm or reject this account:

[Confirm This Email Address](#)


[Reject This Email Address](#)

**If you are unable to click the links above**, you need to copy and paste the following URL into your web browser's Address bar.  
<https://aeries.eagleusd.org/ConfirmEmail.aspx>

You will then be prompted for the following information which you can copy and paste into the page:  
Email Address: [parent@example.com](#)  
Email Code: Y35QJSPEH7T8382J8PA8

If the person is unable to click on the links in the e-mail, they can manually go to the URL specified and manually Accept or Reject the account. Note: The “Email code” should not be confused with the VPC code. The E-mail code is only used as part of the one-time activation process.


**Step 3****Email Verification**

 **Please enter your email address and copy and paste the Email Code from the confirmation email into the fields below:**

Email Address:

Email Code:

If they click the Confirm link in the email, the following page will be displayed and they can continue with the registration process.

Final Step	Login to Aeries
<div> Thank you for confirming your email address. You may now login to Aeries and link your account to a student.</div> <div><a href="#">Return to Login Page</a></div>	

The parent or student will now need to click **Return to Login Page** and Sign In with the email address and password specified previously. The registration process will continue with the parent entering in the ID, TL, and VPC for the student they wish to gain access to. If those 3 pieces of information are verified against a STU record in the database, this account will be associated with that student.

Step 1 Student Verification	
<b>Please Enter The Following Information About Your Student</b>	
Student Permanent ID Number:	<input type="text" value="99400001"/>
Student Home Telephone Number:	<input type="text" value="(888) 324-536"/>
Verification Code:	<input type="text" value="ABC123DE45"/>
<input type="button" value="Previous"/>	<input type="button" value="Next"/>

If the School allows Parents to Self-Associate with a Contact record, the parent is presented with a list of all contact records (CON) for that student. This only applies if the account was created as a Parent account, and there is at least one contact record for the student. If the account is a Student account, the student email address field (STU.SEM) will be updated.

The **Contact Options Self-Associate** feature must be enabled to allow parents to associate themselves with a Contact record. See [Contact Management in the Parent Portal](#) for an explanation of the options.

**Step 2**  
**Emergency Contact Verification**

Your account is now linked to Allan Abbott.

If your name appears below, please select it so that the email address on the record can be updated.

Name	Relationship
Mr Adam D. Abbott Jr	Father
Sara Abbott	Stepmother
Alice Abbott	DO NOT CONTACT
Johnson, Bonnie	Emergency Contact
Abbott, George	Grandfather
Smith, Paul	Agency Representative
To: New Mother	Father
None of the above	

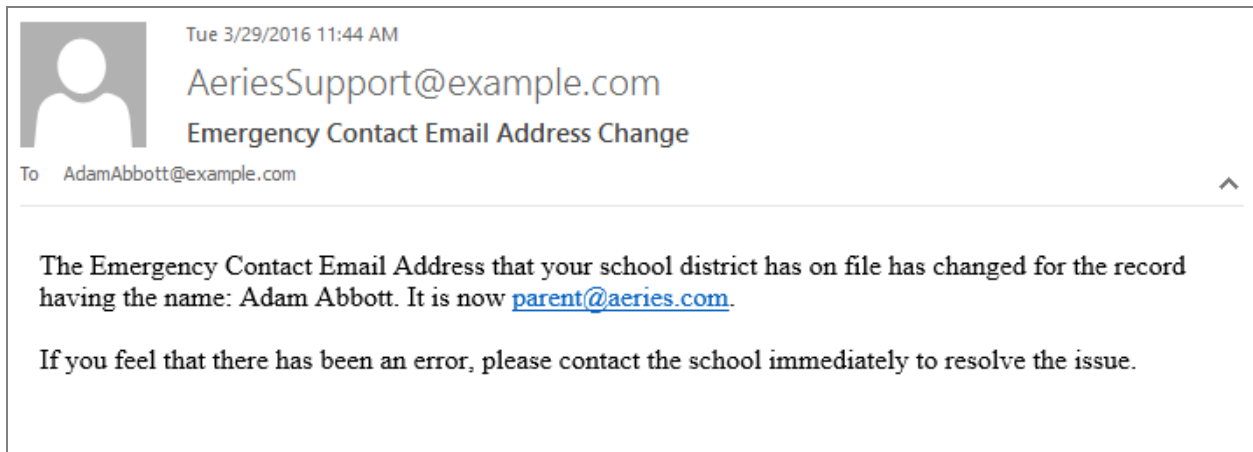
Previous
Next

When a name is selected and the parent clicks Next, the account email address will attempt to populate that contact record's e-mail field (CON.EM). If the contact record has an existing email address populated that is different than the account email address, the parent must click OK to replace it. Once overwritten, an email will be sent to the old email address informing the owner that the email address stored in Aeries has changed and to contact the school if there is a concern. If the parent selects "None of the above" no contact records will be updated.

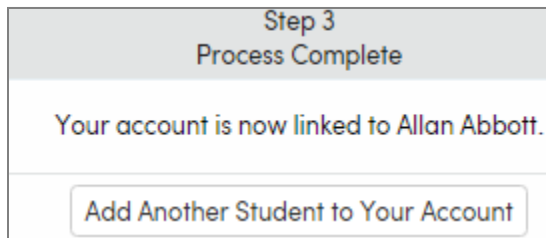
Previous
Next

That Contact record already has an email address. Would you like to replace it?

OK



Now that the account is created and associated, the parent or student can use the login page to login to the portal and view the information about their associated student.



## Adding additional students to an already created account

The Aeries Parent and Student Portals allow individual parent accounts to be associated with multiple students. The account can even be associated with students from different schools within the same District. This means that parents only need one username and password to access all their students. The parent will need the three pieces of required information before they can add another student to their account.

To add a new student to an account, the user must first log in to Parent Portal. The menu shows **Change Student**, a drop-down list of students currently assigned to this account are listed as well as the option to **Add New Student To Your Account**.

A screenshot of a web application's 'Change Student' dropdown menu. The menu is open, showing a list of students. The top item is 'Change Student' in a blue header. Below it are three student entries: 'Alavez, Abel B - Grd 4 - Golden Eagle Elem', 'Abbott, Allan J - Grd 12 - Screaming Eagle HS', and 'Abdelnour, Alice - Grd 9 - Screaming Eagle HS'. At the bottom of the list is a blue button labeled 'Add New Student To Your Account'. The dropdown is set against a light gray background.

Change Student
Alavez, Abel B - Grd 4 - Golden Eagle Elem
Abbott, Allan J - Grd 12 - Screaming Eagle HS
Abdelnour, Alice - Grd 9 - Screaming Eagle HS
Add New Student To Your Account

To add additional students, the parent will be prompted for the ID, TL, and VPC and also be asked to select their contact record as mentioned previously. The user will then see the students added in the **Change Student** drop-down and can easily switch between them by clicking on the student's name.