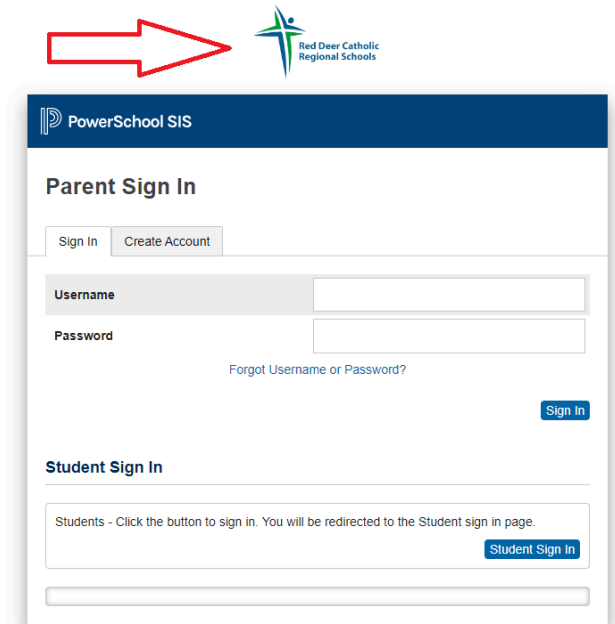# How to Access Permission Forms for Parents

1. Log in to PowerSchool Parent Portal on a PC, you are not able to log in on the app and complete forms.
Ensure that you are logging in through an RDCRS School website, please visit the school website of your children and in order to log in through the PowerSchool LInk they have posted.
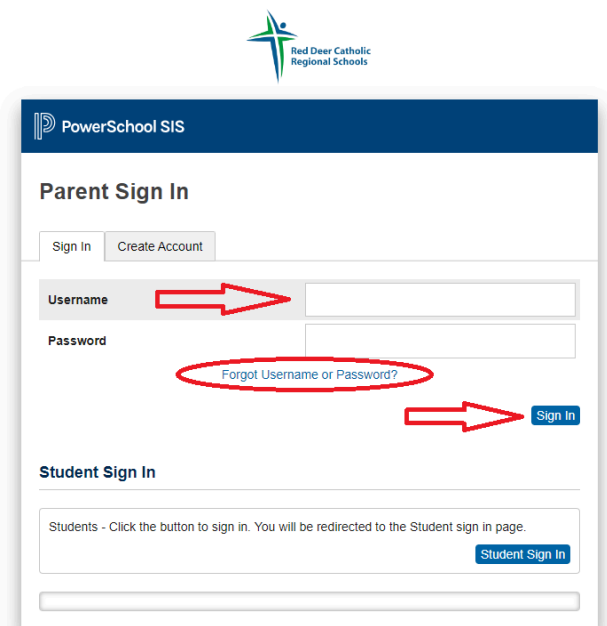

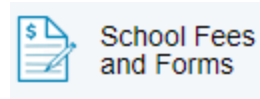2. Here is where you sign in with your username and Password and click the **Sign In** button.

   If you are not able to recall your username and password, please try the 'Forgot Username or Password?' link

   If the link does not send you and email, it means the email address is not the one that is linked to the PowerSchool Account. Please call your current RDCRS school for them to assist you in resetting your password.

3. Scroll on the Left hand side until you see the words **School Fees and Forms** and click on the words.

4. Click on the students name that you are wanting to select forms for at the top grey bar

Student ID	Name	Grade	School	Due
	Renee		Red Deer Catholic Regional Schools	$0.00
	Molly	12	École Secondaire Notre Dame High School	$0.00

5. Once it opens click on the word tabs
    - New Items
    - Athletics
    - Permission
    - Hot Lunch
    - etc

Red Deer Catholic Regional Schools

Summary   Molly   Renee

Molly
Grade: 12

Due Now   Future Charges   Paid   Completed Forms

There are currently no fees due on this account.

New Items   Athletics

6. Any available forms will appear and you can click on it and complete the form

Molly
Grade: 12

Due Now   Future Charges   Paid   Completed Forms

There are currently no fees due on this account.

New Items   Athletics

2024/2025 Athletic
Informed Consent Form
2024/2025

7. Once all the fields on the form are completed click to finish the form.

Submit