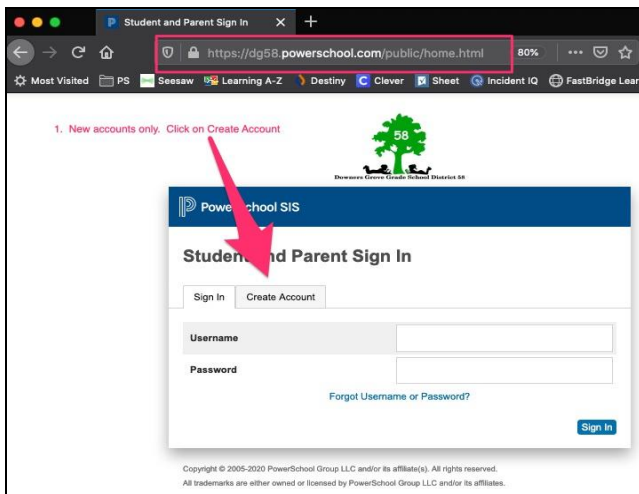


PowerSchool Parent Portal Account Creation

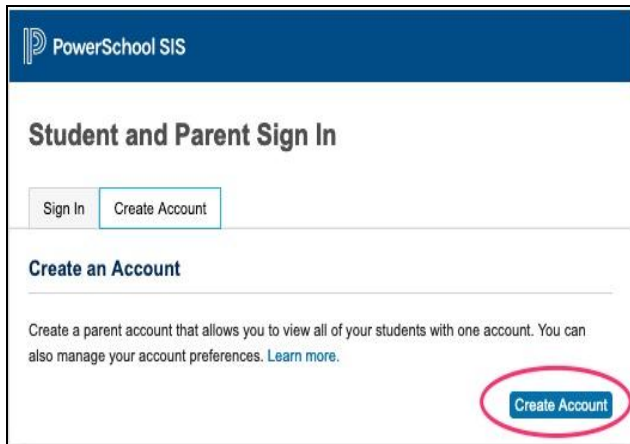
Please follow the instructions below to set up your PowerSchool Parent Account.

Navigate to the PowerSchool Parent Portal - <https://dg58.powerschool.com/public>
(You can also find the link on the Families tab of the District 58 website.)

1. The first thing you will need to do before you can sign in is to create an account. Select the **Create Account** tab.



2. From the Create Account tab, click on the **Create Account** button in the lower right corner.



3. The **Create Parent Account** screen opens. To create a parent / guardian account, you will need to enter the following information:

- **Parent/Guardian First Name**
- **Parent/Guardian Last Name**
- **Email:** Each parent account requires a unique email address. This email is used for password recovery.
- **Desired Username:** Your username is your unique PowerSchool identity.
- **Password:** Must be at least 8 characters long.

PowerSchool SIS

Create Parent Account

Parent Account Details **3. Enter your information.**

First Name	
Last Name	
Email	
Re-enter Email	
Desired Username	
Password	
Re-enter Password	

Password must: *Be at least 8 characters long

4. Next you will need to **Link Students** to the account:

- **Student Name:** Your student's full name
- **Access ID and Access Password:** ID and Password can be provided by the school office.
- **Relationship:** Indicate what your relationship is to the student.

Link Students to Account **4. Link students**

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

The Access ID and Access Password are only used to create your account, cannot be used to log into PowerSchool.

1	Student Name	
	Access ID	
	Access Password	
	Relationship	-- Choose --
2	Student Name	
	Access ID	
	Access Password	
	Relationship	-- Choose --

5. Once all Access ID's and Access Passwords have been entered, hit **Enter** at the bottom of the page. Once you have entered the parent account and student(s) information, click **Enter**. After creating your account, you will receive a verification email. You must click this link and verify your account within 24 hours.