

PowerSchool Parent Portal: How-to for Parents

YOU CANNOT USE A STUDENT ACCOUNT TO COMPLETE RETURNING STUDENT ONLINE REGISTRATION

Instructions in this document:

[To Create a New Account](#)

[To Access an Existing Account, but you've forgotten your username or password](#)

[You Already Have an Account for One Child and Want to Add Your Other Child/ren to the Account](#)

[To Begin the Online Registration Process](#)

To Create a New Account (if you already have an account, see next page to add students to your account)

1. Click this link: <https://www.powerschool.com/public/home.html>
2. Select Create Account.
3. Click Create Account again.

4. Complete the first section entitled "Parent Account Details."
5. Complete the next section "Link Students to Account."
 - a. You will need an Access ID and Access Password for EACH student.
 - i. See the email from the HUUSD (sent in August).
 - b. If you have multiple children in the district, you will need each ID and password.

- Go back to the link (above, in #1) and log in using the username and password that you created.

To Access an Existing Account, but you've forgotten your username or password

- Click this link: <https://wwwsu.powerschool.com/public/home.html>.
- Click Forgot Username or Password?
- Choose the appropriate tab--Forgot Password or Forgot Username--and continue filling in the appropriate fields.
- Wait around **15 minutes or so** for an email from PowerSchool. It might not be immediate. Check your junk/spam folder.
- IF you are unable to change your username or reset your password, contact the school registrar/admin assistant for help.

You Already Have an Account for One Child and Want to Add Your Other Child/ren to the Account

- Log in to the PowerSchool parent portal.
- Click Account Preferences at bottom left of landing page.

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Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- Balance
- My Schedule
- School Information
- Account Preferences**
- Returning Registration

Grades and Attendance: Test 2, Student

Grades and Attendance | Standards Grades

Exp	Last Week					This Week				
	M	T	W	H	F	M	T	W	H	F
2(B)										

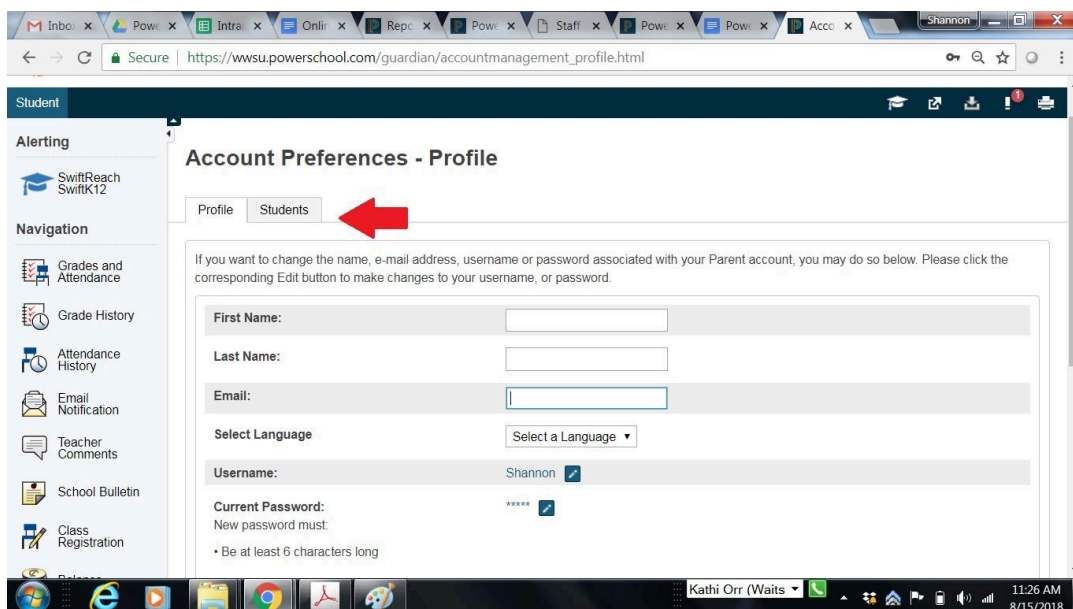
ELC

Last Week					
M	T	W	H	F	M

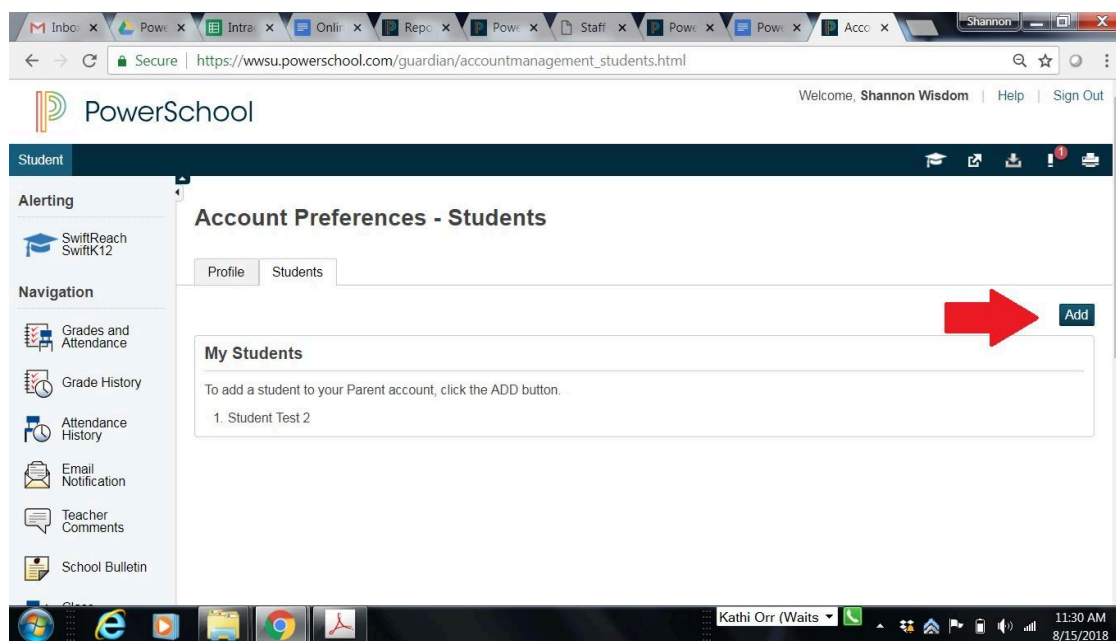
Legend

Attendance Codes: Blank=Present | TE=Tardy Excused | TU=Tardy Unexcused | UX=Unexcused
Dismissed Early | MP=Music Lesson/Play | CO=Co-curricular | CV=College Visit | CC=Cut Class |
DAU=Early Dismissal AM Unexcused | TPU=Tardy PM Unexcused | DP=Early Dismissal PM | DPT=School Suspension | RO=Religious Observance Absence | MTG=Meeting | WC=Weather Condi

3. Click the Students tab at the top of the next page.



4. Click Add.



5. Enter the information requested.

- a. Use the Access ID and Access Password provided by the district/school registrar.

6. Click OK.

To Begin the Returning Student Registration Process (after HUUSD announces it is live)

1. Log in to your PowerSchool parent account.
2. Click your student's name in the top left corner, if necessary.
3. Scroll to the bottom of the Navigation menu on the left-hand side of the page.
4. Click Returning Student Registration (**see image**).
 - a. **DO NOT** click the icon Class Registration.

The screenshot shows the PowerSchool parent account interface. On the left is a 'Navigation' menu with various options. At the bottom of this menu, 'Returning Student Registration' is highlighted with a red arrow. The main content area on the right is titled 'Grades and Attendance: Test,' and contains two tabs: 'Grades and Attendance' (selected) and 'Standards Grades'. Below the tabs are two tables. The first table has columns for 'Exp' and 'Last Week' (M, T, W, H). The second table has columns for 'Last Week' (M, T, W, H, F). A 'Legend' section at the bottom explains attendance codes: Blank=Present (Blank default), P=Present (with P code), UX=Unexcuse, SCA=Scheduled Court Appearance, AA=Administrative Absence, and ISS=In-School Suspension.

Alerting

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Navigation

- Grades and Attendance
- Attendance History
- Email Notification
- Teacher Comments
- Student Reports
- School Bulletin
- Class Registration
- Balance
- My Schedule
- School Information
- Account Preferences
- Returning Student Registration**

Grades and Attendance: Test,

Grades and Attendance | Standards Grades

Exp	Last Week			
	M	T	W	H

Last Week				
M	T	W	H	F

Legend

Attendance Codes: Blank=Present (Blank default) | P=Present (with P code) | UX=Unexcuse
SCA=Scheduled Court Appearance | AA=Administrative Absence | ISS=In-School Suspension