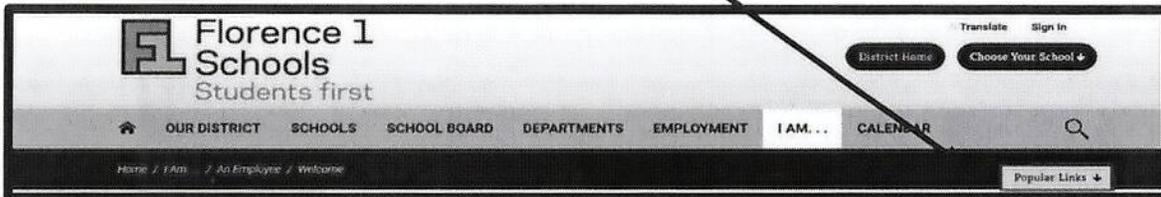# QUICK REFERENCE FOR PARENTS: How to Create A PowerSchool Parent Account

Your PowerSchool Parent Portal account will be used to access grades and attendance. It will also be used for you to complete "online registration" for your student.

NOTE: Before you get started, contact your student's school to obtain the **Access ID** and **Access Password** in order to link your student when creating your new account.

Go to the PowerSchool parent login page: https://fsd1.clgpsedu.com/public/home.html OR from the F1S home page (https://www.f1s.org) click the "Popular Links" tab.

Select the "PowerSchool Parent Access" link from the "Popular Links" toolbar.

PowerSchool

Parent Portal

Click HERE to log in to the PowerSchool Parent Portal

Select the "Create Account" tab and click "Create Account" (bottom right of screen.)

Step 1: Create the new account

Step 2: Link student(s) to the account

1. **Create Account - Enter the following:**
   First Name
   Last Name
   E-mail address
   Desired user name (must be unique)
   Password (must be at least 6 characters)

2. **Link Students to Account**
   *You must obtain each student's
   Access ID/Password from his/her home school to
   link to your account.*
   Enter the following:
   Student Name
   Access ID
   Access Password
   Your relationship (mother, father, etc.)

When all information is entered, click `Enter`

Create Parent Account

First Name	John
Last Name	Doe
Email	jdoe@yahoo.com
Desired Username	jrdoe125
Password	••••••••••••
Re-enter Password	••••••••••••

Password must
•Be at least 6 characters long

Link Students to Account

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

	Student Name	Access ID	Access Password	Relationship
1.	James Doe	JDoe28	••••••	Father
2.	Laurel Doe	Doe328	••••••	Father
3.				-- Choose
4.				-- Choose
5.				-- Choose
6.				-- Choose
7.				-- Choose

`Enter`

When your account is successfully created, you will return to the login page (Sign-In Tab.) Use the new username and password that you entered in the previous step to log in (Step 2, Item 1). (**NOTE:** Once your account has been created, the Access ID/Password (Step 2, Item 2) that was entered for each of your children is **no longer valid**.)

PowerSchool

Student and Parent Sign In

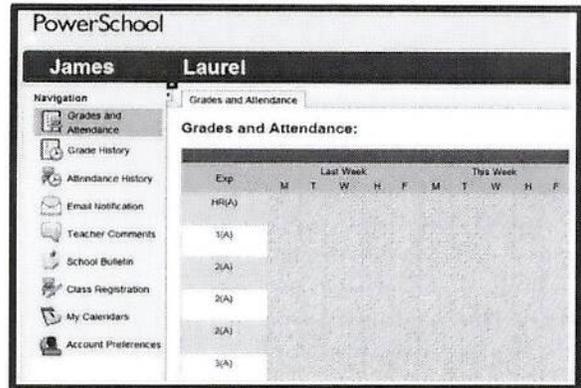| Sign In	Create Account

Username   Enter NEWLY created Username

Password   Enter NEWLY created Password

Forgot Username or Password?

`Sign In`

After logging in, use the tabs to toggle between each student's screen.

PowerSchool

James	Laurel

Navigation
- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- My Calendars
- Account Preferences

Grades and Attendance

Grades and Attendance:

Exp	Last Week					This Week				
	M	T	W	H	F	M	T	W	H	F
HR(A)										
1(A)										
2(A)										
2(A)										
2(A)										
3(A)										

For more information on using the Parent Portal, select "Popular Links" from the "F1S Home Page (https://www.f1s.org) and click the PowerSchool icon.
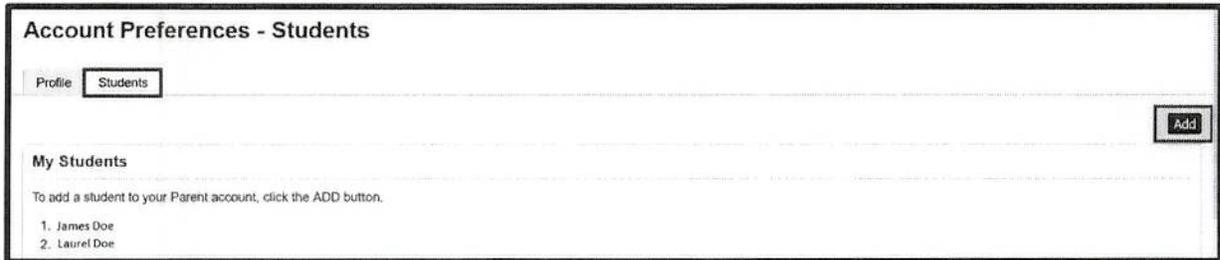
How to add an additional child to an existing PS Parent Portal Account

FIRST: Parent MUST contact child's school to obtain the Access ID and Access Password for student in order to link student to your account.

Log into your Parent Portal Account from a computer. You will NOT be able to add students via a mobile device.

Select "Account Preferences" from left menu. Select "Students" tab to display student(s) names associated with your account.

Select "Add."

Enter your student's name along with the Access ID/ Access Password and select YOUR "Relationship" to the student.

Click OK for student to be added to your account.