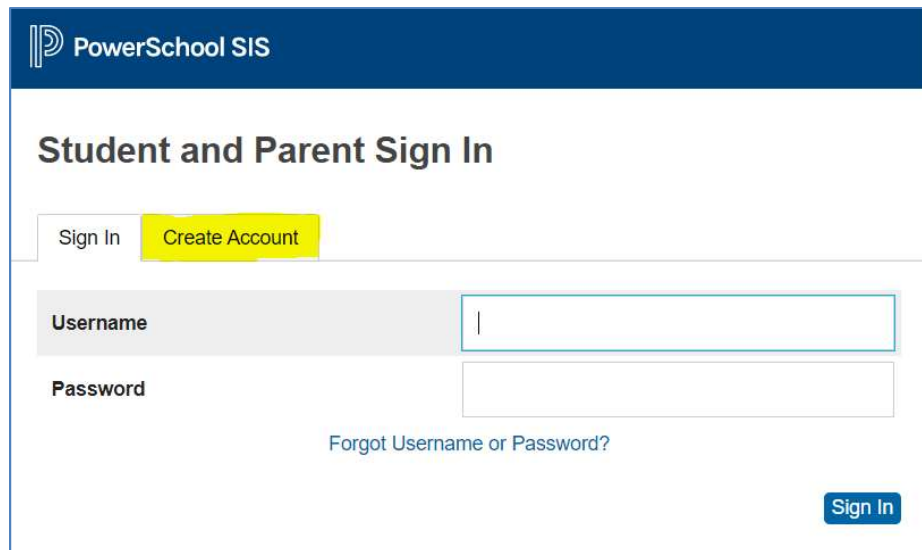
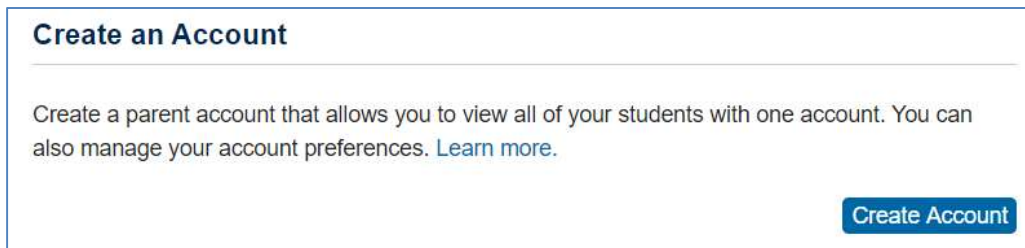


CREATING A PARENT PORTAL LOGIN

1. Access the Parent Portal site
<https://ps.wcs.misd.net> or wcskids.net (under Parents/Students)
2. Click on First-Time Login Directions (English and Arabic directions available)
3. Click on Create Account tab, then click on Create Account



The screenshot shows the PowerSchool SIS login page. At the top is a dark blue header with the PowerSchool SIS logo. Below the header, the title "Student and Parent Sign In" is displayed. There are two tabs: "Sign In" and "Create Account", with "Create Account" highlighted in yellow. Below the tabs are input fields for "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is at the bottom right of the sign-in section.



The screenshot shows the "Create an Account" page. The title "Create an Account" is at the top. Below it, a paragraph explains: "Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)". A "Create Account" button is at the bottom right.

4. Fill in the Parent and Student information (example on next page). Hit Submit when you are finished entering student(s) information. You will get the following message.

✓ Congratulations! Your new PowerSchool account has been created. Check your email for a link to verify your account.

5. Check your email (may appear in junk mail) – message will come from ParentPortal@wcskids.net and may take up to 10 minutes to receive. Click on the link to verify your account.

✓ Congratulations! Your new PowerSchool account has been verified. Enter your Username and Password to start using your new account.

6. Sign into your Parent Portal account using the Username/Password used in Step 3.

Create Parent Account

Parent Account Details

First Name	Parent First Name
Last Name	Parent Last Name
Email	Parent Email Address
Re-enter Email	Re-enter Parent Email Address
Desired Username	Unique Username
Password	Password – Cannot match student or parent name
Re-enter Password	Re-Enter Password

Password must: •Be at least 8 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

1

Student Name	First & Last Name
Access ID	Sample: P123456
Access Password	Sample: XP2TG3
Relationship	-- Choose <u>Your relationship to the student</u>

MUST USE UPPERCASE LETTERS