



**RE: PowerSchool Parent and Student Account for MCI for returning students:**

To: the Parent/Guardian / Student:

Your student's schedule, grades and attendance are viewable through the Maine Central Institute PowerSchool Parent Portal. To access the portal you will need an account through which you may view all students for whom you have legal and parental rights.

- **If you have already created a single sign-on account for another child at MCI, you do not need to create another.**
- If you have forgotten your account username and/or password, please contact your school office to request a password reset.

Once you log in, please complete the **PowerSchool Registration** - PowerSchool Registration is the information data on you and your child. Please complete all the information in PowerSchool registration so that we have all your contact information by August 15<sup>th</sup> for the new school year. This includes emergency contacts, and health information.

You can update this information anytime during the school year and we ask that you update it every year before the beginning of school.

If you have a question or concern about your account, you can contact me at [dcray@mci-school.org](mailto:dcray@mci-school.org).

Thank You,

Donna Cray, Registrar

[dcray@mci-school.org](mailto:dcray@mci-school.org) - 207-487-4453, ext. 125

