How to Add a Student to an Existing PowerSchool Parent Portal Account

Step 1: Log into PowerSchool

Step 2: Click on Account Preferences on the left side Navigation bar.

Step 3: Select the Student Tab

Step 4: Click on Add

Step 5: Enter in your child's name, access id and access password. Once done, hit OK. If you do not have this information, contact the school.

Add Student ✖

Student Access Information

Student Name	
Access ID	
Access Password	
Relationship	-- Choose ▼

Cancel OK

Step 6: To change your student view click on their first name under the PowerSchool logo.

PowerSchool

Peter   Tony

Navigation

Account Preferences - Students