



**KEYSTONE CENTRAL SCHOOL DISTRICT**

86 Administration Drive, Mill Hall, PA 17751  
Phone: (570) 893-4900 • Fax: (570) 748-3597  
Web: [www.kcsd.k12.pa.us](http://www.kcsd.k12.pa.us)

**Please Complete this form to Sign-Up for Parent Portal or Request Information be added to PowerAnnouncement**

**For Parent who will access the account - please print:**

First Name of Parent/Guardian	Last Name of Parent/Guardian	Parent/Guardian Email address

Names of Your Children	Building Child Attends	Grade	Child's Birthdate	Relationship to Child

**1. TO SIGN-UP FOR PARENT PORTAL**

Do you already have a Parent Portal Account: \_\_\_\_ If YES, skip this section and fill out the second section.  
If NO, please complete this section.

DESIRED USERNAME: \_\_\_\_\_

**Your account will be created, and you will be emailed with a temporary password and directions for how to activate your account.**

**2. I have a Parent Portal Account, please add this information to the PowerAnnouncement page:**

Please  the method(s) in which you want to be contacted: \_\_\_\_ Phone \_\_\_\_ Email \_\_\_\_ Text

Please enter the information you like to have in the PowerAnnouncement system for automated contacts:

NOTE: ONLY USE PHONE NUMBERS WITH DIRECT ACCESS, NO EXTENSIONS

Parent/Guardian Contact 1 Phone	
Parent/Guardian Contact 1 Email	
Parent/Guardian Contact 1 Text	
Parent/Guardian Contact 2 Phone	
Parent/Guardian Contact 2 Email	
Parent/Guardian Contact 2 Text	
Parent/Guardian Contact 3 Phone	
Parent/Guardian Contact 2 Email	

\_\_\_\_\_ Parent Signature - by signing you are stating that you have given correct and accurate information above and that you give us permission to add this information to our automated system.

Email forms to [gwagner@kcsd.k12.pa.us](mailto:gwagner@kcsd.k12.pa.us) or fax to 570-748-3597