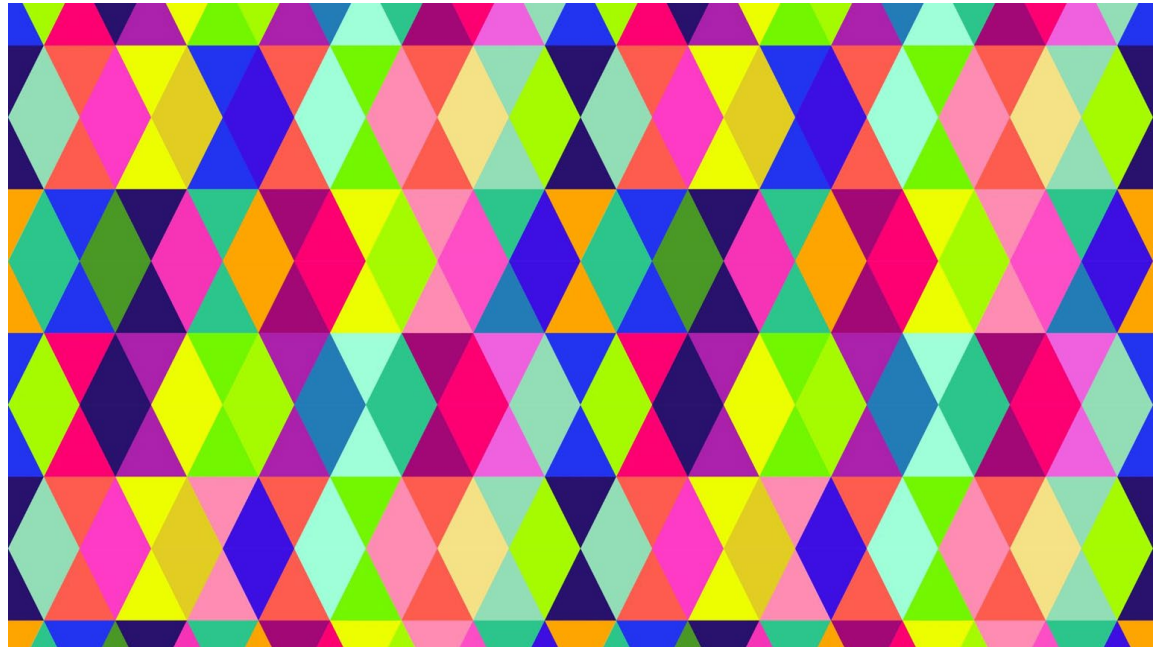


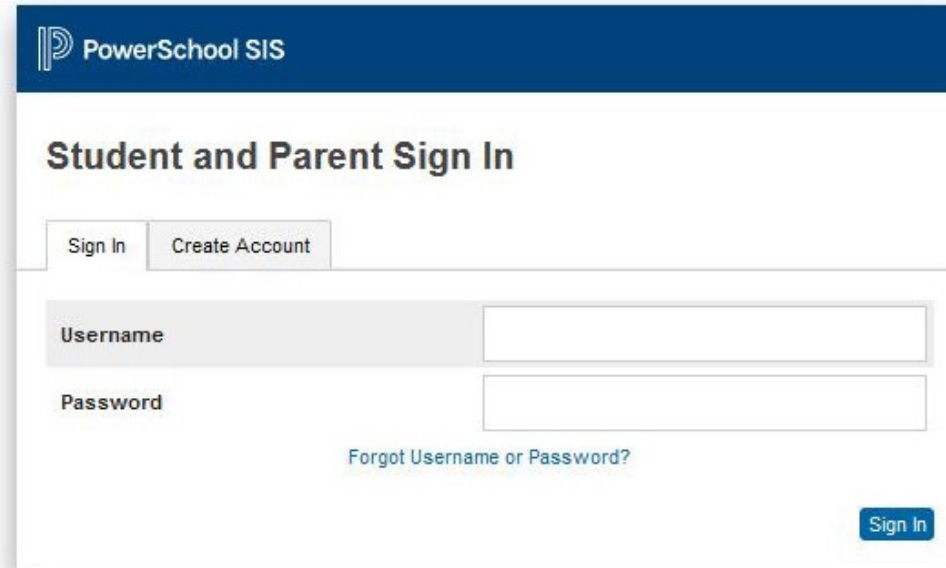
# Student Forms

New Parent Portal Account



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Navigate to “https://sis.kcsd.k12.pa.us”

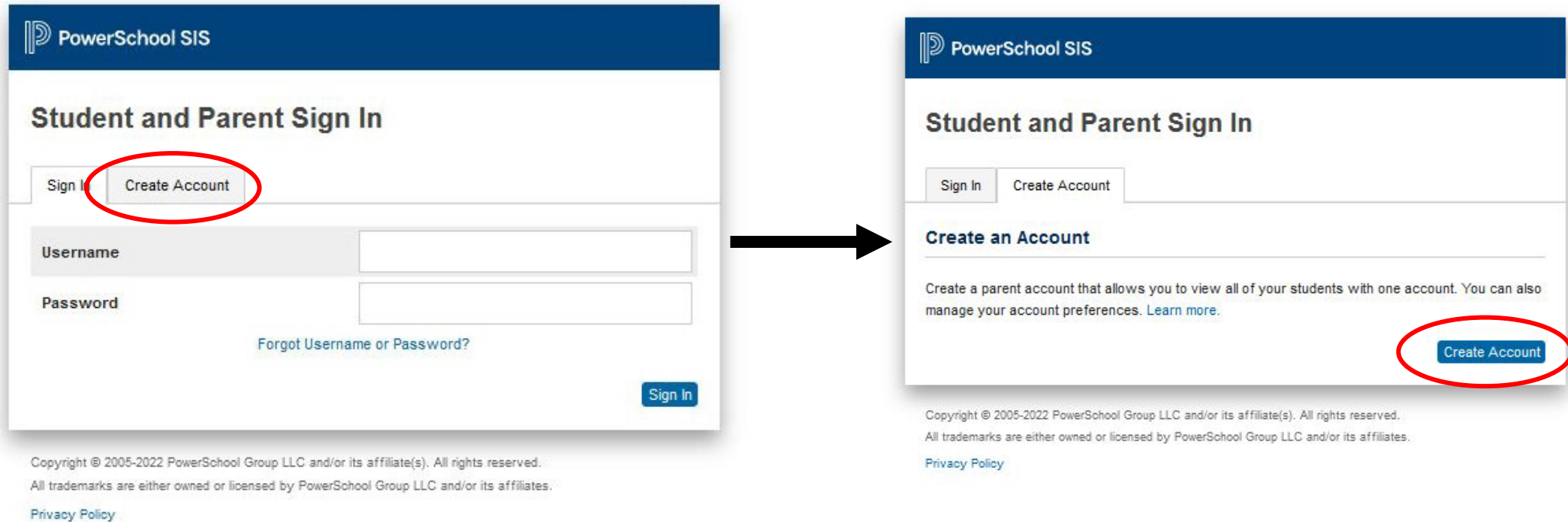


The screenshot shows the PowerSchool SIS login interface. At the top, there is a dark blue header with the PowerSchool SIS logo and name. Below the header, the page title "Student and Parent Sign In" is displayed. There are two tabs: "Sign In" (which is active) and "Create Account". The main form area contains two input fields: "Username" and "Password". Below the password field is a link for "Forgot Username or Password?". A blue "Sign In" button is located at the bottom right of the form area.

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Click the “Create Account” tab



Click the “Create Account” button

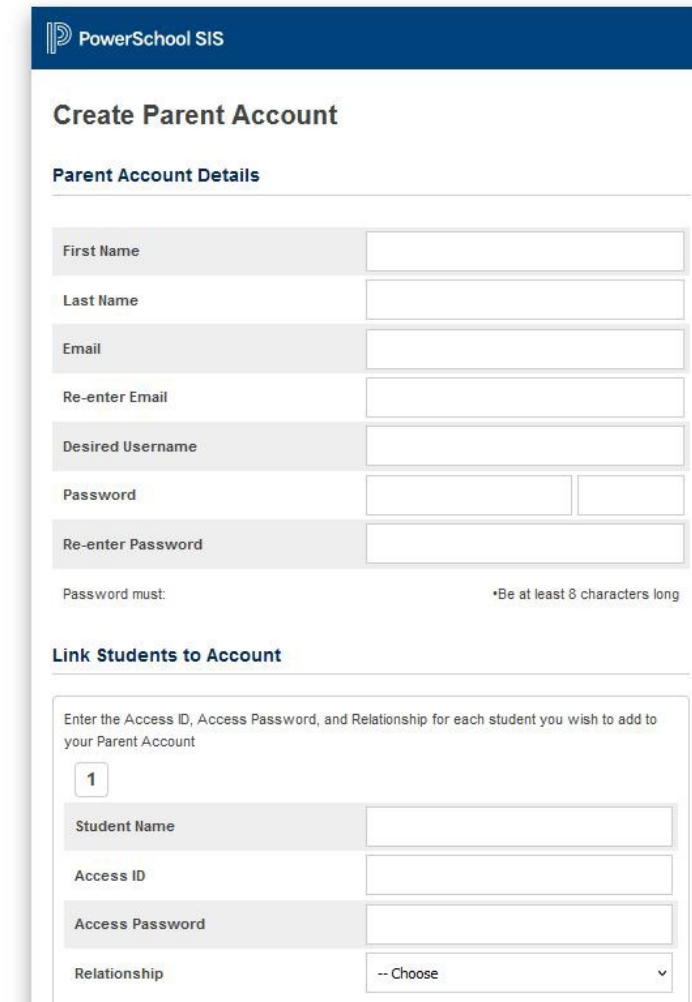
# Fill In Required Information

You will receive an email from [PowerSchool@kcsd.k12.pa.us](mailto:PowerSchool@kcsd.k12.pa.us). This email contains the following information required to create your parent portal account:

- Student Name
- Access ID
- Access Password

Please enter this information into the respective account creation boxes and choose your relationship to the student. (Mother, Father, Guardian, etc.)

Scroll to the bottom and hit "Submit".



The screenshot shows the 'Create Parent Account' form in the PowerSchool SIS system. The form is divided into two main sections: 'Parent Account Details' and 'Link Students to Account'. The 'Parent Account Details' section includes input fields for First Name, Last Name, Email, Re-enter Email, Desired Username, Password, and Re-enter Password. A note indicates that the password must be at least 8 characters long. The 'Link Students to Account' section includes a table with a header row for '1' and columns for Student Name, Access ID, Access Password, and Relationship (with a dropdown menu set to '-- Choose').

Parent Account Details	
First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Re-enter Email	<input type="text"/>
Desired Username	<input type="text"/>
Password	<input type="password"/>
Re-enter Password	<input type="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	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose ▾

# Select Your Student

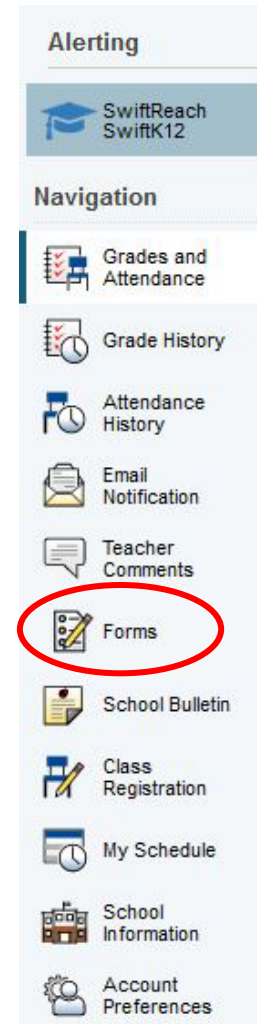
*Please ensure that your student's name is selected in a lighter blue color.*



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# Open the Forms Menu

*From the left menu, select “Forms” to access the currently available district forms.*



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# Complete the Forms

*Complete all forms in order to provide all the required information to the district and complete the enrollment process.*

## New Student Enrollment

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### A. Student Demographics

Last Entry: 02/02/2023 9:09:13 AM

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### B. Student Address

Last Entry: 02/02/2023 9:11:24 AM

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### C. Birth Verification

Last Entry: 02/02/2023 9:24:53 AM

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### D. Student Contacts

Last Entry: 02/02/2023 9:18:46 AM

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### E. Health Information

Last Entry: 02/02/2023 9:22:14 AM

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### F. Health Authorizations

Last Entry: 02/02/2023 9:22:42 AM

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### G. Home Language Survey

Last Entry: 02/02/2023 9:25:43 AM

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### H. Student Services History

Last Entry: 02/02/2023 9:25:52 AM

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### I. Previous Enrollment and Records Release

Last Entry: 02/02/2023 9:23:16 AM

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### K. Transportation Request Form

Request bus transportation to/from school for your child

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### L. Permissions/Agreements

Last Entry: 02/02/2023 9:23:49 AM

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### M. Acknowledgment of Completion

Last Entry: 02/02/2023 9:24:08 AM

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