

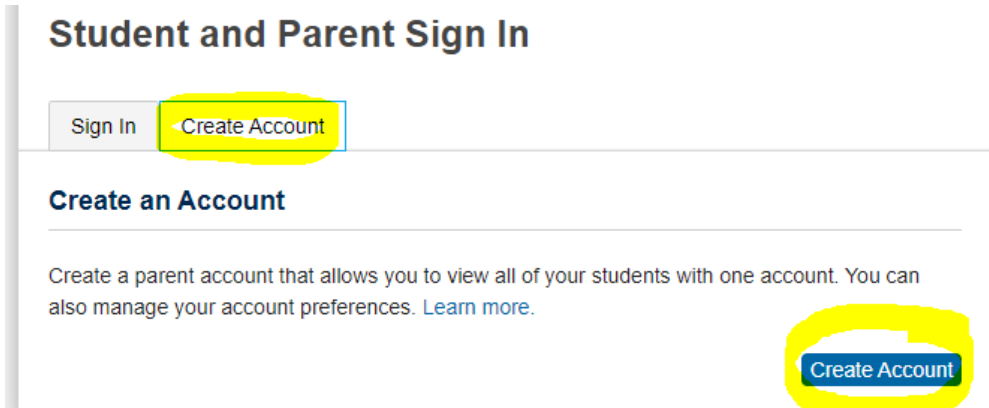
# Creating a Parent Account in the Public Portal

Parents accessing the PowerSchool Public Portal for the first time, need to create an account prior to signing in to the portal or app.

This must be done from the portal <https://rivervalleyisd.powerschool.com/public/home.html>.

Here's how to do it:

**Step 1:** To set up the parent account for the first time, click the Create Account button.



**Student and Parent Sign In**

Sign In **Create Account**

---

**Create an Account**

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.](#)

**Create Account**

**Step 2:** Under the Create Parent Account section, enter the information that you would like to use to log in going forward. This can be your choice of username and password. Make sure to use a working email address in this section as a verification email will be sent.

## Create Parent Account

### Parent Account Details

First Name	Sarah
Last Name	Sample
Email	sample@sample.com
Re-enter Email	sample@sample.com
Desired Username	SarahSample
Password	..... <b>Better</b>
Re-enter Password	.....

Password must:


•Be at least 8 characters long

**Step 3:** Under the Link Student to Account section, use the access info for the **parent** provided in the credentials letter to link you to your student. Do not use the student's login credentials here.


### 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	Sammy Sample
Access ID	SAMMY149
Access Password	.....
Relationship	Mother 

**Step 4:** Once that section is completed, scroll to the bottom of the page and hit enter.

Relationship	-- Choose 
--------------	---



**Step 5:**

A verification email will be sent to the email address you provided in the Create Parent Account section. Follow the instructions in the email to verify your account and begin using the portal or app.

Once your account is created in the PowerSchool Public Portal, you can download the PowerSchool app. The district access code is: KLFX