



Hacienda La Puente Unified School District

Parent Guide for AERIES Student Information System - Parent Portal

This tutorial will show the step by step procedure to create a Parent Portal account in the Hacienda La Puente Unified School District Aeries Student Information System at: <http://parent.hlpusd.k12.ca.us>

Before starting, you will need the following information (You cannot create an account without **all 4** of these items):

- Valid personal e-mail account
- Student Permanent ID
- Primary Telephone number on file at your school site
- Verification Pass Code (VPC) – The unique identifier for your student

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Create a New Account:

1. Open your internet browser and type in <http://parent.hlpusd.k12.ca.us>. (There is also a link for Aeries Parent and Student Portal on the district website under Quick Links at <http://www.hlpschools.org>)
2. Click on Create New Account.

Step 1: Select the Account

1. Click “Parent” button
2. Click “Next” button

Return to Login Page

Step 1
Account Type - Student or Parent/Guardian

☒ Parent ☐ Student

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Step 2: Enter Account Information

1. Type your e-mail address
2. Retype your e-mail address
3. Type a password.
4. Retype this password.
5. Click “Next” button

Return to Login Page

Step 2
Account Information

Please Enter The Following Information About Yourself

Email Address:

Verify Email Address:

Password:

ReType Password:

A verification email will be sent to your email address from:
donotreply@hlpusd.k12.ca.us
Before continuing, Please add this email address to your "contacts" or "safe senders" list to ensure you receive this email.

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Step 3: Confirm with your E-mail

Open your e-mail program in another window. Open the message from donotreply@hlpusd.k12.ca.us. In this message, please click on the **Confirm Current Email Address** link. Next you will see a verification window. Click on **Return to Login Page** to go to the Aeries login screen.

Return to Login Page

Final Step
Login to Aeries

Thank you for confirming your email address. You may now login to Aeries and link your account to a student.

Return to Login Page

At the Aeries login screen,

- 1) Enter your e-mail address
- 2) Enter the password you created earlier
- 3) Click “Log In”

Verification

- 1) Enter your 6 digit student ID number
- 2) Enter your 10 digit home phone number
- 3) Enter the Verification code
- 4) Click “Home” button

Step 1
Student Verification

Please Enter The Following Information About Your Student

Student Permanent ID Number:

Student Home Telephone Number:

Verification Code:

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You have completed to AERIES Parent Portal Registration process. Your account is now ready to access with your e-mail address and password.