## CREATING NEW ACCOUNTS ON THE TUSD AERIES FAMILY LINK PARENT PORTAL

Open Google Chrome web browser. Type in TUSD Aeries Family Link Parent Portal URL:

https://turlockusd.asp.aeries.net/student/LoginParent.aspx



| Step<br>Account Inf  | 2<br>ormation  |
|--|--|
| Please Enter The Following Ir  | formation About Yourself   |
| Email Address:   | parentemailaddress@email.com   |
| Verify Email Address:  | parentemailaddress@email.com   |
| Password:  | •••••  |
| Retype Password:   | •••••  |
| A verification email will be sent<br>aeriesreply@turl<br>Before continuing, please add this email add<br>list, to ensure you r | to your email address from:<br>ock.k12.ca.us<br>iress to your contacts or safe senders<br>eceive this email. |
| Previous   | Next   |

1. Click the **CREATE NEW ACCOUNT** link as shown on the login screen.

To create a new account, you must have received the following information from your student's school:

- Student Permanent ID Number
- Verification Code

If you do not have the above information, please contact your student's school.

The **Verification Code** must be obtained from the school office prior to beginning this process.

In addition, you need to have a **personal email** address and the student's home phone number that matches the phone number store in our Student Information System.

Select **"Parent"** as the account type if you are the parent/guardian of the student. If a student creates an account for himself/herself, select **"Student."** Then click the **"Next"** button to continue.

 Enter <u>your email address</u> and choose a password. Type both the email and password twice. Then click the "Next" button to continue. A verification email is now being sent to your email address.

You will be able to change your password once your account has been created.

\*Email address shown on the above screen are examples only. Please use your personal email address in this space.

**IMPORTANT:** You must open, read, and follow the instructions in your email now in order to continue with your account creation.

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| Email Verification   |
|--|
| A verification email has been sent to your email address from:<br>aeriesreply@turlock.k12.ca.us<br>Click the Confirm link provided in the email or copy and paste the Email<br>Code into the field below |
| Email Code:  |
| Previous Next  |

| 3. | Go to your personal email        |
|----|----------------------------------|
|    | account - Open the email box     |
|    | for the account you entered      |
|    | above. Once opened, click on     |
|    | the email with the subject line  |
|    | of "Aeries Account Verification" |
|    | as shown on the left. Click the  |
|    | Confirm This Email Address link  |
|    | in the email message.            |

If the "Confirm This Email Address" link does not work properly, re-open your browser where the Step 3 window is displayed and enter the Email Code given on the Aeries Account Verification email.

- Step 4 Login to Aeries <u>Return to Login Page</u>
  - 5. The TUSD Aeries Family Link portal login page will appear. Log in using the email address and password that you just set up.



4. A window (Step 4) will appear once you have

Click on the Return to Login Page link to continue

confirmed your email address.

## CREATING NEW ACCOUNTS ON THE TUSD AERIES FAMILY LINK PARENT PORTAL

6. Please use the information you received from your student's school as well as your student's home telephone number to complete the screen below.

Click "Next" button to continue.

| S  | tep 1  |
|--|--|
| Student  | Verification   |
| Please Enter The Following I<br>Student Permanent ID N<br>Student Home Telephone N<br>Verification<br>Previous | nformation About Your Student<br>umber:<br>n Code:<br>Next |

- Student Permanent ID Number is a unique 9 digit number assigned to each student.
- Student Home Telephone number must include the area code. Enter numbers only.
- Verification Code is a 10 digit code containing numbers and letters that should be obtained from your student's school prior to beginning this process.

 Click on your name to update your contact email address in our Student Information System. If your name does not appear, click on "None of the Above."

Click "Next" to continue.

|                   | Step                | 2                                   |                 |
|-------------------|---------------------|-------------------------------------|-----------------|
|                   | Emergency Conte     | act Verification                    |                 |
| Your              | account is now link | ed to Three Trainin                 | g.              |
| your name appea   | the record can      | elect it so mar me e<br>be updated. | mail aadress or |
| Name              |                     | Relationship                        |                 |
| Father Name       |                     | Father                              |                 |
| Grandmother No    | ame                 | Grandmother                         |                 |
| None of the abo   |                     |                                     |                 |
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## 8. Process Complete!

You may click the button to add another student(s) to your account now or you may begin to browse the information available on the **TUSD Family Link Parent Portal.** 

