

# PUSD Parent Portal

Parent Portal is a valuable resource of information about your child and his or her academic career. The Parent Portal allows you a secure connection to PUSD information about your child that you can access safely and securely anytime and from any place.

## WHAT INFORMATION CAN YOU GET?

- ❖ Attendance
- ❖ Grades
- ❖ Course History
- ❖ Test History
- ❖ Schedules
- ❖ Discipline
- ❖ Missing assignments
- ❖ Upcoming assignments



## FREQUENTLY ASKED QUESTIONS

### HOW DO I SIGN UP?

Complete the registration form and return it in person to your child's school to allow the school to verify your identity. Once the school verifies your identity, you will be given 3 pieces of information required to create a parent portal account and link it to your child.

- ❖ Student Permanent ID
- ❖ Primary Phone
- ❖ Verification Passcode (VPC)

For a step by step guide on completing the registration process and linking your child, please visit the PUSD Parent Portal resource page at [WWW.PUSD.US](http://WWW.PUSD.US) and click on the **Parent Portal – Getting Started Guide**

### WHAT SHOULD I DO IF I FORGET MY PASSWORD?

From the Parent Portal log in page, click on the Forgot Password? Link. Another page will display, enter your email address and a verification email will be sent to your email to change your password.

### HOW CAN I GET HELP NAVIGATING THE PORTAL?

Parents are encouraged to use **the Parent Portal Getting Started Guide and Parent Portal User Manual** found in the Parent Portal resource page at [WWW.PUSD.US](http://WWW.PUSD.US). If you still need additional help, you can visit your child's school and speak to the Community Assistant. You can also email [help4parentportal@pusd.us](mailto:help4parentportal@pusd.us)

### WHAT DO I DO IF MY CHILD'S INFORMATION IS NOT ACCURATE OR I HAVE A QUESTION ABOUT GRADE(S) OR ATTENDANCE?

It is always best to contact your child's teacher first

### CAN I EMAIL MY CHILD'S TEACHER THROUGH THE PORTAL?

Yes. There is also an email list for all of your child's teachers and counselors

### HOW OFTEN IS THE INFORMATION IN THE PORTAL UPDATED?

The information in the portal is live data. As soon as teacher takes attendance or posts grades, the data in the portal will be updated as well

**FEEL FREE TO ALSO CONTACT [HELP4PARENTPORTAL@PUSD.US](mailto:HELP4PARENTPORTAL@PUSD.US) WITH ANY PARENT PORTAL QUESTIONS**