

Registration instructions for families who are new to Delaware City Schools (No siblings attending our schools).

Navigate to the PowerSchool Parent Portal:

<https://ps-de.metasolutions.net/public>

A screenshot of the PowerSchool Parent Portal sign-in page. The page has a dark blue header with the PowerSchool logo. Below the header, the text "Student and Parent Sign In" is displayed. There are two tabs: "Sign In" and "Create Account". The "Create Account" tab is circled in red. Below the tabs, there is a section titled "Create an Account" with a paragraph of text and a "Create Account" button. A red arrow points to the "Create Account" button.

Select the “Create Account” Tab and then click the “Create Account” button.

Create Parent Account

Parent Account Details

First Name	<input type="text"/>	
Last Name	<input type="text"/>	
Email	<input type="text"/>	
Desired Username	<input type="text"/>	
Password	<input type="password"/>	<input type="password"/>
Re-enter Password	<input type="password"/>	
Password must:	•Be at least 6 characters long	

Follow the instructions to create your parent account and continue to link your students.

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="text"/>
Relationship	-- Choose ▾

2

Student Name	<input type="text"/>
Access ID	<input type="text"/>

Link your new student (or students) utilizing the Student Name, Access ID and Access Password provided in the registration email. Scroll to the bottom and click the “ENTER” button.

PowerSchool

Student and Parent Sign In

Sign In Create Account

Congratulations! Your new Parent Account has been created. Enter your Username and Password to start using your new account.

Select Language English ▾

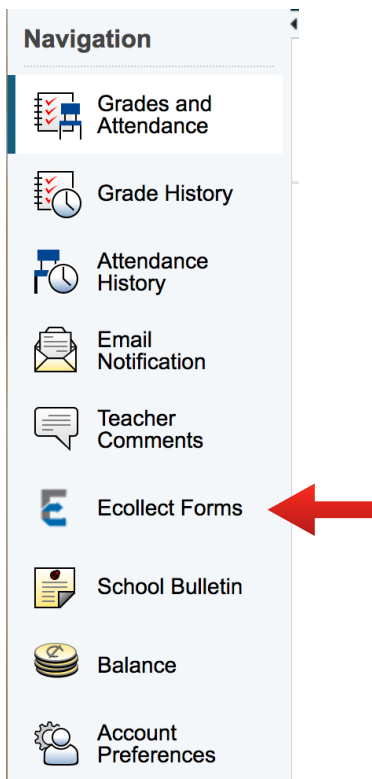
Username

Password

[Forgot Username or Password?](#)

Sign In

Sign in using your the account information you just created.



Select “**Ecollect Forms**” from the navigation bar on the left side of the screen and begin entering your student’s information.