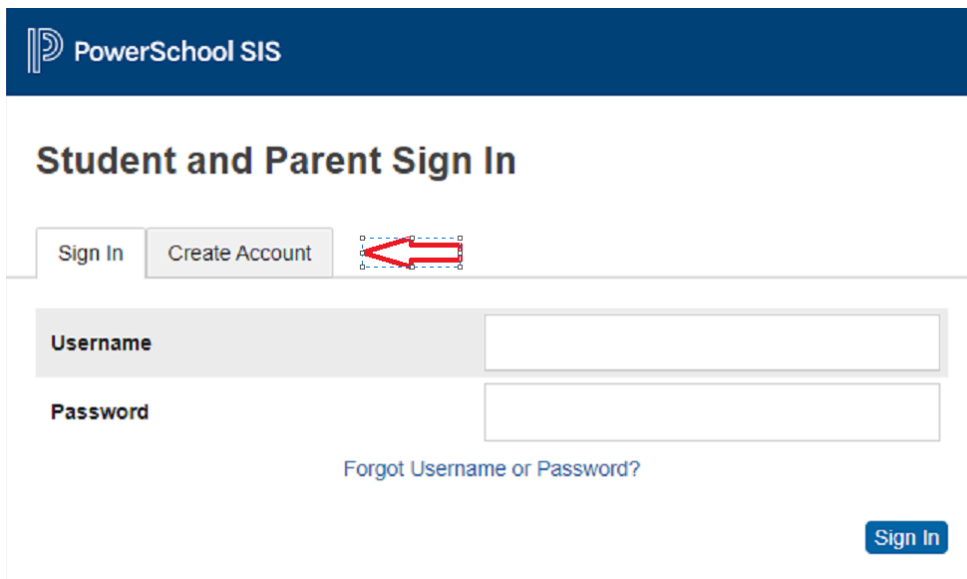


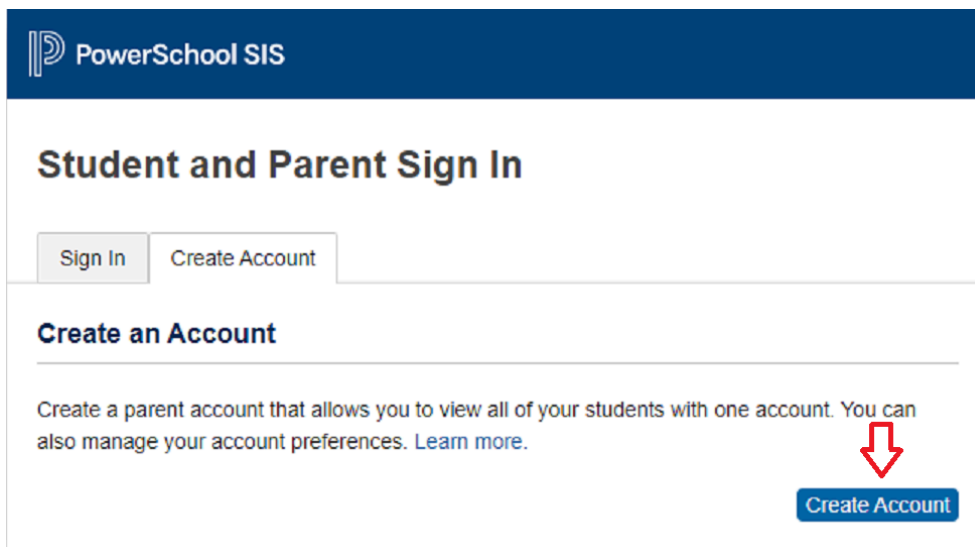
Creating a PowerSchool Parent Account

- These instructions are intended for parents who are setting up a FIRST TIME parent PowerSchool portal account. If a parent already has a Parent PowerSchool account, they should just enter their Username and Password on the initial Sign In page.
- Go to PowerSchool Public Portal
<https://ansoniaboe.powerschool.com/public/home.html>
- Click on the Create Account Tab at the top of the page



The screenshot shows the PowerSchool SIS login page. At the top, there is a dark blue header with the PowerSchool SIS logo. Below the header, the title "Student and Parent Sign In" is displayed. There are two tabs: "Sign In" and "Create Account". A red arrow points to the "Create Account" tab. Below the tabs, there are two input fields for "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A blue "Sign In" button is at the bottom right.

- Click the blue Create Account button



The screenshot shows the PowerSchool SIS "Create an Account" page. At the top, there is a dark blue header with the PowerSchool SIS logo. Below the header, the title "Student and Parent Sign In" is displayed. There are two tabs: "Sign In" and "Create Account". The "Create Account" tab is active. Below the tabs, the heading "Create an Account" is followed by a horizontal line. The text below the line reads: "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.](#)" A red arrow points to the blue "Create Account" button at the bottom right.

- This will bring you to the page where you will enter Parent information in the top section. Remember that you are creating a parent account for the first time, so you are creating a new username and password. If you already

have a parent account, you should NOT be in this Create Account section. Please make note of your Username and Password as you will need to enter them when you log into your Parent Account.



Create Parent Account

Parent Account Details

First Name	<input type="text"/>	
Last Name	<input type="text"/>	
Email	<input type="text"/>	
Re-enter 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 8 characters long •Contain at least one uppercase and one lowercase letter •Contain at least one letter and one number •Contain at least one special character

- Next enter information specific to each of your students that are attending Ansonia Public Schools. It is in the below section that you will need to input the Access ID and Access Password for each student. If you do not have this information, please contact the school. These fields are NOT your student's login credentials for THEIR PowerSchool account. They are parent access codes supplied by the school to the specific parents and are only used for creating parent accounts.

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 <input type="button" value="v"/>

2

Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="text"/>
Relationship	-- Choose <input type="button" value="v"/>

- When you have entered all of your student's Names, Access IDs, Access Passwords and your relationship to the students, press the blue Enter button at the bottom of the page

Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="text"/>
Relationship	-- Choose <input type="button" value="v"/>

- Congratulations! You have set up a Parent PowerSchool Account!