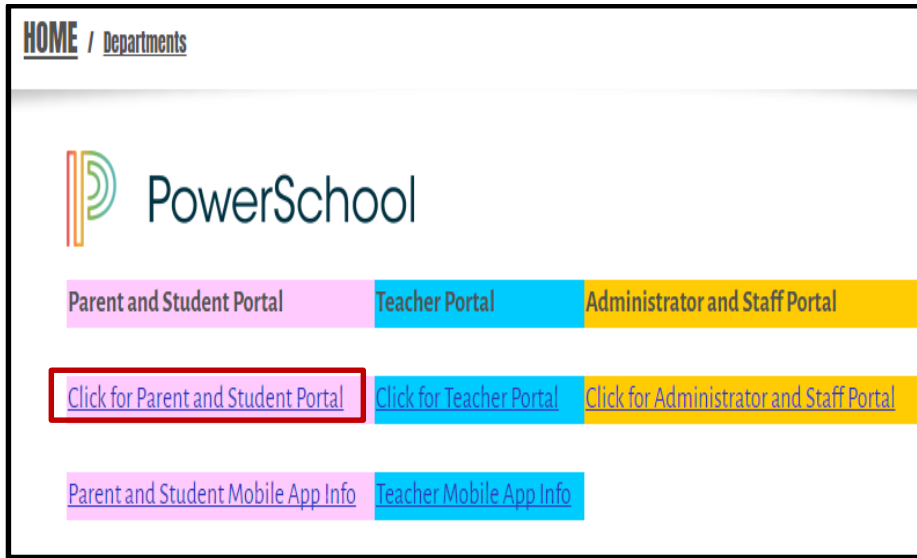


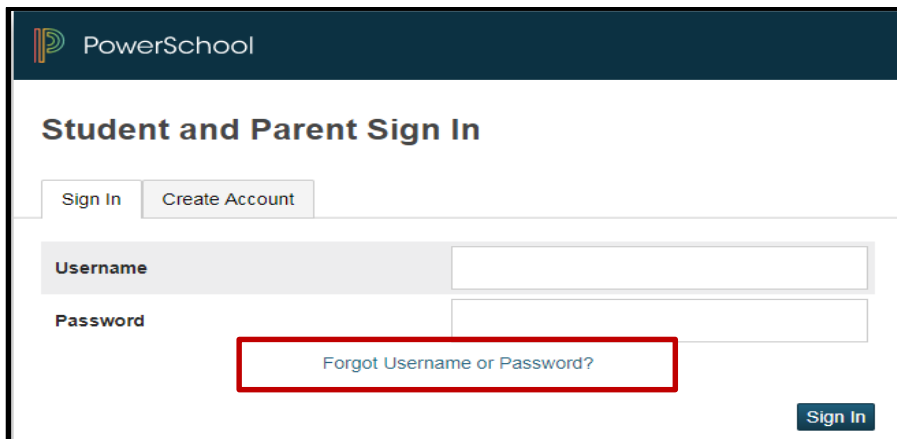
How to Retrieve your Parent Portal Username and/or Password

To retrieve your Parent Portal username and/or password please complete the following steps:

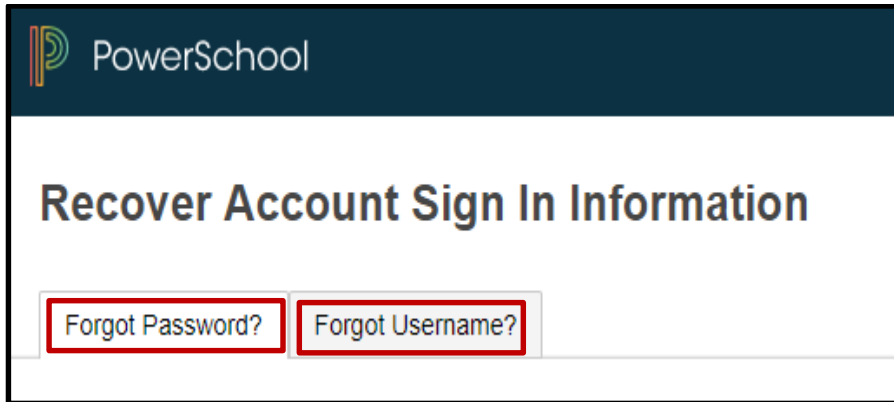
1. Go to the **Middle Country Central School District website:** www.mccsd.net
2. Click on the PowerSchool icon at to top right side of the screen.
3. Click on **Click for Parent and Student Portal**



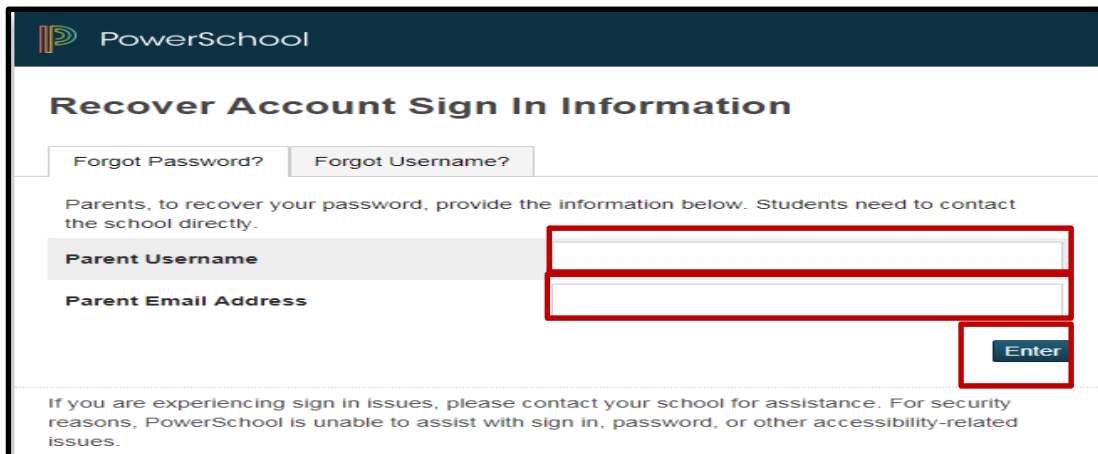
3. Click on the link **Forgot Username or Password?** which is on the Student and Parent Sign in page (see below).



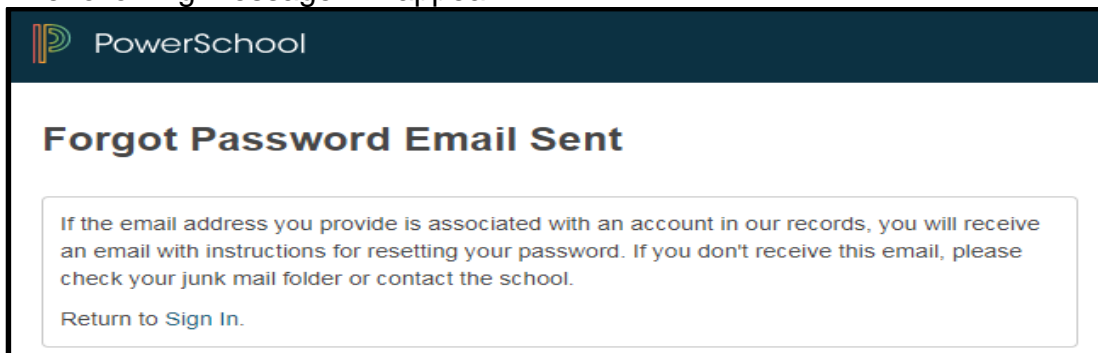
4. Click on either the **Forgot Password?** Tab or the **Forgot Username?** tab



5. Enter your **username** and/or **e-mail address** and click the **Enter** button



The following message will appear:



6. Check your e-mail account Inbox or Junk/Spam folder for a message from DoNotReply=mccsd.net@rackspace.powerschool.com

- If you are trying to retrieve your password, click on the link in the message.
- If you need your username, it will appear in the first line of the e-mail message

PowerSchool Password Reset Request

DoNotReply@mccsd.net@rackspace.powerschool.com on behalf of DoNotReply@mccsd.net

You recently requested a new password.

To reset your password, visit the link below. This link is valid for only 24 hours.

https://mccsd.powerschool.com:443/public/recover_password.html?t=I32HD3CILosjmVVb0eBs7A000b21e

If clicking the link above does not work, copy and paste the web site address in a new browser window instead.

If you have forgotten your username, click the "Having Trouble Signing In?" link on the sign in page and follow steps for recovering your username.

Note: Replies to this message are not monitored or answered.

Sent on behalf of DoNotReply@mccsd.net

Sample e-mail message from PowerSchool

If you have any problems, please send an e-mail message to: psadmin@mccsd.net
Please include your child's full name, grade level and school name so we can locate your account information in our system.