

# Creating a PowerSchool Parent Portal Account

**What is PowerSchool Parent Portal?** PowerSchool Parent Portal gives parents access to real-time information including attendance, grades, detailed assignments, school bulletins, enter absence notes and the ability to update contact information.

\*\*\*\*\* Do you have an Access ID and Access Password\* for each child? \*\*\*\*\*

## **No – STOP**

Please contact your child's school to request the Access Id and Access Password for your child, or you can click [here](#) to access the PowerSchool Parent Portal Access Request form. The link is also located on the District and School Website.

## **Yes**

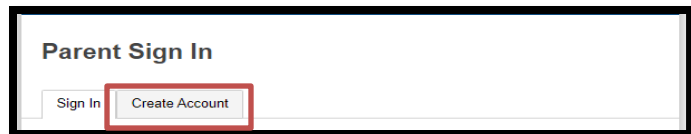
Review the instructions below to see how to create your PowerSchool Parent Portal account.

*\*The Access ID and Access Password are unique to each student; therefore, you will need one for each child.*

**\*\*The Access ID and Access Password are not your Parent Portal Username and Password. \*\***

## Creating your PowerSchool Parent Account (Step 1-6 is a one-time process)

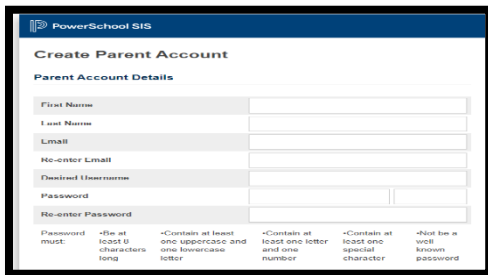
1. Open your web browser, enter **gcsnc.powerschool.com/public** (www is not required)
2. The Parent Sign-In Screen will appear. Click **Create Account**. From the **Create Account** screen, Click **Create Account** again.



Parent Sign In

Sign In **Create Account**

3. Enter information in the correct fields on this form. This is where you create your username and password.



PowerSchool SIS

Create Parent Account

Parent Account Details

First Name

Last Name

Email

Re-enter Email

Desired Username

Password

Re-enter Password

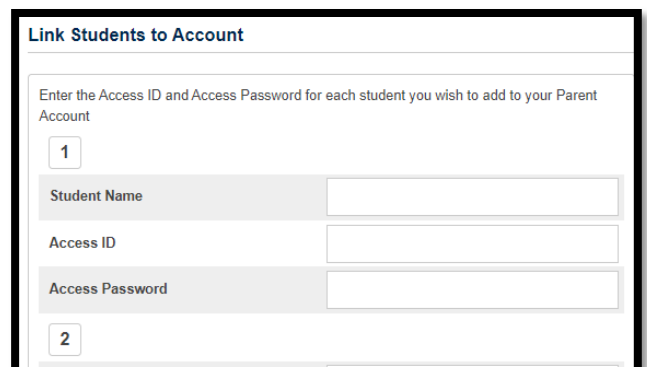
Password must:

- 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
- Not be a well known password

4. Enter the following information:
  - **Student Name** (Last name, First name)
  - **Access ID & Access Password** (do not copy and paste)
  - **Relationship** to child.

Repeat this step for any additional children who attend Guilford County Schools to your account. Up to 7 children can be added.

If you receive an error message, make the suggested corrections. Remember, the Access ID and Access Password **is** case sensitive.



Link Students to Account

Enter the Access ID and Access Password for each student you wish to add to your Parent Account

	Student Name	Access ID	Access Password
1			
2			

5. Once all children have been added, click **Enter** at the bottom of the screen.
6. After successfully creating your account, you will be directed to the **Parent Sign-In** screen. Log in using the Username and Password you created in Step 3.