

CCPS Portal – Linking Portal Accounts

Custodial contacts with multiple students attending CCPS are issued an account for each student. For example, if I have three kids attending CCPS, I will have a portal account for each one. To make things more convenient, it is recommended that you link the accounts under one CCPS UID so you can use one login to access multiple students.

You will need the following:

- Portal login and password
- Student ID number

Accessing the CCPS Portal

1. Open your CHROME browser.  Chrome is the preferred browser.
2. Visit <https://portal.collierschools.com/live/>
3. Login using your parent credentials.

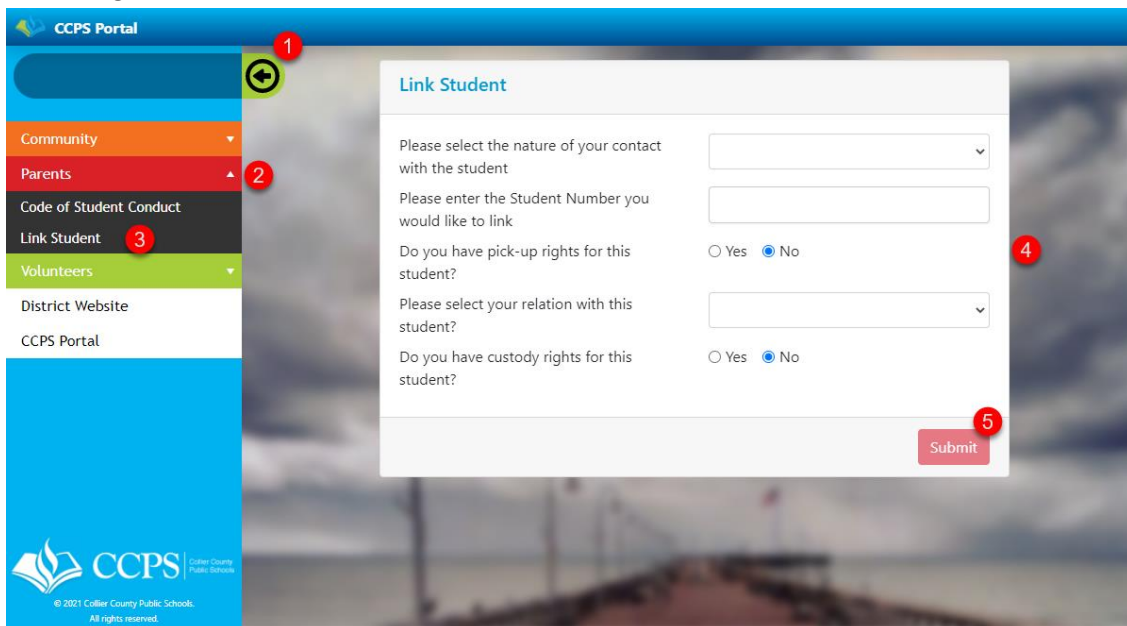
Note: Accounts will be combined under the Parent ID you used to log in. Therefore, it is recommended that you log in using your CCPS UID/password used for the youngest child.

Linking Portal Accounts

1. Click the green arrow on the left to expand the sidebar menu.
2. Select Parents.
3. Select Link Students.
4. Complete the form.
5. Click Submit

Note: Repeat steps 6 and 7 for each parent account you want to combine.

Submitted requests will take several days to process. Accounts will be combined under the Parent ID you used to log in.



The screenshot shows the CCPS Portal interface. On the left is a sidebar menu with a green arrow icon at the top (callout 1). The menu items are: Community, Parents (callout 2), Code of Student Conduct, Link Student (callout 3), Volunteers, District Website, and CCPS Portal. The main content area is titled 'Link Student' and contains the following form fields: a dropdown for 'Please select the nature of your contact with the student', a text input for 'Please enter the Student Number you would like to link', a radio button selection for 'Do you have pick-up rights for this student?' (with 'No' selected), a dropdown for 'Please select your relation with this student?', another radio button selection for 'Do you have custody rights for this student?' (with 'No' selected), and a red 'Submit' button (callout 5). A red callout 4 points to the right side of the form area.