Parent MyPowerHub Account Setup

The student must be Active in PowerSchool before a parent can create a MyPowerHub account. Verify the student's enrollment status before assisting with account setup or troubleshooting.

Assisting Parents

Campus staff can help parents set up their MyPowerHub account, explain that the account may take up to **24 hours to sync**, reset passwords, access forms, navigate the portal, and troubleshoot basic login issues.

MyPowerHub

My PowerHub can be accessed through the district web page or by downloading the PowerSchool Parent Portal app for iOS or Android.

MyPowerHub Information Needed to Create an Account

Parent Portal information for parent's include:

- Username and Email Address (both should match)
- Password (Student's birthdate)
- Access ID (Student's entire ID number)

(*This access has been added for clerks, registers, secretaries and attendance clerks. This access is specific to the user's profile and is granted by Information systems. Please put in a ticket to request access changes.)*

Linking an Existing Student

To link an existing student, parents must have:

- Access ID (Student's entire ID number)
- Password (Student Birthdate example 01/01/2026)

(If the parent does not know their student's ID number, the parent/guardian must verifying the student's information by calling the campus. The campus can then release the information to the parent.

Situation: Parent cannot reset password to existing account

Action: Parent can reset password on the login screen of MyPowerHub or via the app. If further assistance is needed, the campus clerk can reset the password by searching for the parent in PowerSchool

- Verify the person you are talking to is the legal guardian of the student.
- On the **Start Page**/change drop down to **Contacts**/Type parent/guardian's name in and select search.
- **Click** on the username
- Under Web Account Access click on "Edit Account"
- Enter a temp password Misd2026!d in the New Password box
- Enter the Password in the Confirm Password box
- Click Submit
- Tell the parent/guardian what the password is so they can change the password once they login.

Situation: Parent's not sure what email address they used for the portal

Action:

- Verify the person you are talking to is the legal guardian of the student.
- On the Start Page/change drop down to Contacts/Type parent/guardian's name and select search.
- The parent/guardian's email address will display

REMINDER: It can take up to 24 hours after a MyPowerHub account is created before the parent is able to log in.