



[Create a new PowerSchool portal account](#)

[Add an additional child to your account](#)

[Download and configure the PowerSchool Mobile app](#)

Overview:

- You only need one account to access information for your children at different schools.
- A new account will require the Student Access ID and Student Access Password provided in the new school year information packet. Contact Chris Johnstone (cjohnstone@acsdvt.org) if you need this information.

★ **Note:** If you already created an account last year then you will use your existing username and password.

On the first day of school students will be provided with their own username and password to access their grade and attendance information.

Create an account:

Go to the ACSD PowerSchool Portal website: <https://www.acsosis.org/public/home.html>.
Select Create Account and enter your information.



The screenshot shows the 'Parent Sign In' page of the PowerSchool SIS portal. At the top, there's a blue header with the 'PowerSchool SIS' logo. Below it, the page title 'Parent Sign In' is displayed. There are two buttons: 'Sign In' and 'Create Account'. A green arrow points to the 'Create Account' button. Below the buttons, there's a 'Select Language' dropdown menu set to 'English'. There are input fields for 'Username' and 'Password'. A link 'Forgot Username or Password?' is located below the password field. A 'Sign In' button is at the bottom right.

The screenshot shows the 'Create Parent Account' page of the PowerSchool SIS portal. It has a blue header with the 'PowerSchool SIS' logo. The page title is 'Create Parent Account'. Below it, the section 'Parent Account Details' is shown. There are input fields for 'First Name', 'Last Name', 'Email', 'Re-enter Email', 'Desired Username', 'Password', and 'Re-enter Password'.

Enter the **Access ID** and **Access Password** provided by the school. These codes are provided in the Welcome Back packet mailed to families. If you do not have these codes, please contact Chris Johnstone, cjohnstone@acsdvt.org.

Link Students to Account

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

1

Student Name

child's full name

Access ID

access ID provided

Access Password

access password provided

2

Student Name

Access ID

Connect an additional child to your account

You need the Access ID and Access Password for the child you would like to add. If you do not have these codes, please contact Chris Johnstone, cjohnstone@acsdvt.org.

PowerSchool SIS Welcome, [User] Help Sign Out

Account Name

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- Balance
- My Schedule
- School Information
- Account Preferences

Account Preferences - Students

Profile **Students**

Add

My Students

To add a student to your Parent account, click the ADD button.

Add Student

Student Access Information

Student Name First and Last Name

Access ID Student Number with 999

Access Password Student birth date with 999

Relationship -- Choose

Cancel OK

1 Account Preferences

2 Students

3 Add

4 Student Name

5 OK

Access ID	Example	Access Password
Your child's student ID followed with three 9's		Your student's birthdate, including leading zeros, followed with three 9's.
Example:		Example:
Student ID: 1067125 →		Student DOB: 02/05/2004 →
Access ID = 1067125999		Access Password = 02052004999

Download and configure the PowerSchool Mobile app

Download the mobile app from the [App Store](#) or [Google Play store](#).

Connect to the Addison Central School District portal with the district code: **HFWM**

Use the portal account you created to login to the mobile app.

