

## PowerSchool Parent Portal

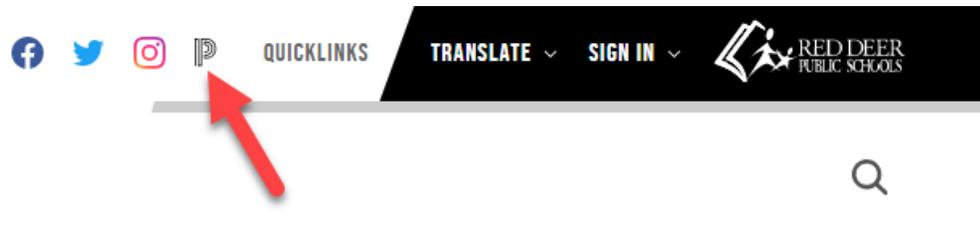


The PowerSchool Parent Portal provides families the ability to view attendance and achievement information for students, as well as access online payments for various school fees. Additionally, a PowerSchool Parent Portal account is necessary in order to register and verify existing students for the upcoming school year.

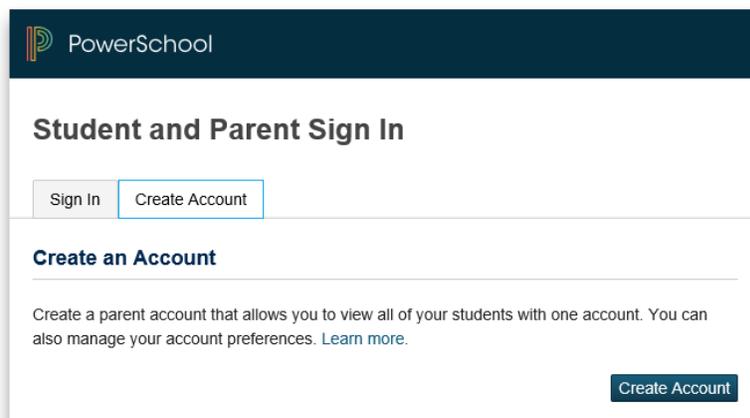
The instructions below describe how to set up a PowerSchool Parent Portal account.

## Creating Your Parent PowerSchool Login

1. Navigate to the PowerSchool Parent Portal using <http://powerschool.rdpsd.ab.ca> or by clicking on the PowerSchool link that may also be found at the top of each of our RDPSD school websites.



2. Click the **Create Account** tab.
3. Click **Create Account**.



4. In the Create Parent Account portion enter **your information** that identifies yourself to PowerSchool. Refer to the following table:

Field	Description
First Name	Your First Name
Last Name	Your Last Name
Email	Enter your email address.*
Desired Username	Enter the username you would like to use.*
Password	Passwords must be at least six (6) characters in length.
Re-Enter Password	Enter your password again.

*\*If you are also an RDPSD employee, please use a personal email address and a unique username. Do not use your RDPSD email or employee PowerSchool username.*

5. You can link all of your children to your PowerSchool Parent Portal account. You will require your child's **Access ID** and **Access Password**, for each child you want to associate with your account. The Access ID will be your child's computer log in username, with the letter "P" at the end (Capital "P", with no space between the username and the P). The Access Password will be your child's computer password. Alternatively, this information is available from your child's school.

Select the Relationship from the drop down menu.

Repeat for all children you wish to associate your PowerSchool Parent Portal with.

### Link Students to Account

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

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<b>Student Name</b>	<input type="text" value="Jane Doe"/>
<b>Access ID</b>	<input style="color: red; font-weight: bold;" type="text" value="doej123P"/> Student ID + "P"
<b>Access Password</b>	<input style="color: red; font-weight: bold;" type="password" value="....."/> Student password
<b>Relationship</b>	<div style="border: 1px solid #ccc; padding: 2px;"> -- Choose  Father  Mother  Grandfather  Grandmother </div>

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6. Click Enter. The Parent Sign In page appears. The next time you sign in to the PowerSchool Student and Parent Portal, use your new password.
7. PowerSchool is available to Parents and Students to download for free from Google Play, for Android devices, and the App Store, for iOS devices.

