## Creating a PowerSchool Parent Account

 Before creating a PowerSchool account you will need the Parent Access letter. This letter includes your student's unique Access ID number and Access Password. After receiving the Parent Access letter, go to the Northwest Education Services PowerSchool website and click on Create Account: <u>https://ps.northwested.org/public/home.html</u>



2. Fill in your account information.

D PowerSchool SIS				
Create Parent Account				
arent Account Details				
First Name	Chris			
_ast Name	Haines			
Email	chaines@tbaisd	org		
Re-enter Email	chaines@tbaisd	.org		
Desired Username	parent			
Password		Better		
Re-enter Password				

3. From the Parent Access letter, fill in the following student information. You can add in more than one Career Tech student on this page.

Enter the Access ID, Access Pass your Parent Account	sword, and Relationship for each student you wish to add to
1	
Student Name	Chris Hay
Access ID	Hay642
Access Password	
Relationship	Father
2	
Student Name	
Access ID	
Access Password	
Relationship	Choose

4. After adding in your student/s, you will be sent a verification email to the email you provided in the parent information section. If you do not receive an email, check your spam folder. The verification email will look like the screenshot below.

PowerSchool Account Email Verification Index ×
DoNotReply-NorthwestEd@northwested.org to -
Your PowerSchool account is pending verification.
To verify, click the link to sign in to your PowerSchool account within 24 hours of receiving this message:
$eq:https://ps.northwested.org:443/public/home.html?tkn=KWpnaVM\_eiRhVU1aPndgLzQ5bDM3JicnLEQ0U3F2dmdjaGFpbmVzQHRiYWlzZC5vcmc=0.0000000000000000000000000000000000$
If the link does not work, copy and paste the link into a new browser window.
Note: Replies to this message are not monitored or answered.
Sent on behalf of DoNotReply-NorthwestEd@northwested.org

5. Click on the link provided in the verification email and you will be redirected to the sign-in page.

	<b>Éd</b> Northwest Education Services			
PowerSchool SIS				
Student and Parent Sign In				
Sign In	Create Account			
Congratulations! Your new PowerSchool account has been verified. Enter your Username and Password to start using your new account.				
Username				
Password				
Forgot Username or Password?				
	Sign In			
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- Additional support videos on how grading is done at Career Tech can be found on the Northwest Education Services Career Tech website. Use the following link below: <u>https://www.northwested.org/career-tech-center/student-services/academic-integration/</u>