How to Create a Parent Account in Powerschool

There is a brand new parent sign in this year! You will want to go to http://ps.ucasd.org/public.
Or you can go to the UCASD homepage and click on Parent/Student Powerschool. A parent
account allows you to view the information for one or more students with a single sign in. You
can also manage your personal account preferences. Please note that students can login with the
same username and password but **all parents and guardians must create an account.**

To create a parent/guardian account:

1. Go to http://ps.ucasd.org/public (or go to the UCASD homepage and click on
    Parent/Student Powerschool).
2. Click on Create Account (located on the bottom right of the page)
3. Enter the following information:

> **Name -** Your first and last name
>
> **Email -** Student notifications and correspondence related to your parent account
> will be sent to this email
>
> **Desired Username -** Your username is your unique PowerSchool identity
>
> **Password -** Your password must be at least 6 characters long
>
> **Student Access Information -** Information for a minimum of one student and
> maximum of seven, including the student name, Access ID, Access Password,
> and your relationship to the student.
>
> **Student name** - The student's first name or nickname.

Access ID - An Access ID is last name of student, first initial of the first name of student, and
last two digits of graduation year. For example, my daughter **Kelly McCoy** would graduate in
2017, so my Access ID would be **MCCOYK17 (make sure to use capital letters).**

Access password – For elementary students it is the student id and for middle high students
it is the locker combination.

4. Click on Enter
5. If you were successful "Congratulations! Your new Parent Account has been created.
    Enter your Username and Password to start using your new account." will be on the
    screen.
6. Enter your newly created Username and Password to log in.
7. Set up email notifications if desired.   You have the option to receive email notifications of
    summary of current grades and attendance, detailed report showing assignment scores and
    attendance daily, weekly, every two weeks, or monthly. The default is set to never
    receive email notifications.

PowerSchool for Parents and PowerSchool for Students apps, are now available for download
from the Apple iTunes App Store! With these apps, users will see live attendance, assignments,
scores, grades, school announcements, and more, right from their teachers' grade books.