

Getting started in Powerschool – for Parents

Before you get started, make sure you have the Access ID and Access Password for your student(s). This should have been sent to you from your child’s school. If you do not have this, please contact the appropriate building secretary.

Once you have your Access ID’s and Access Passwords you are ready to set up one Powerschool account for all of your children.

Go to ps.sturgisps.org/public in an internet browser. We have found that Powerschool works best with Google Chrome or Firefox. You should see a page like the one below.

A screenshot of the PowerSchool SIS "Student and Parent Sign In" page. The page has a blue header with the PowerSchool SIS logo. Below the header, there are two tabs: "Sign In" and "Create Account". The "Create Account" tab is circled in red. Below the tabs are two input fields for "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A blue "Sign In" button is in the bottom right corner.

Click on the Create Account tab (circled in Red)

A screenshot of the PowerSchool SIS "Create an Account" page. The page has a blue header with the PowerSchool SIS logo. Below the header, there are two tabs: "Sign In" and "Create Account". The "Create Account" tab is circled in red. Below the tabs, the heading "Create an Account" is followed by a horizontal line. Below the line, there is a paragraph of text: "Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)" A blue "Create Account" button is in the bottom right corner, circled in red.

Click on Create Account button (circled in Red)

Create Parent Account

Parent Account Details

First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Desired Username	<input type="text"/>
Password	<input type="password"/> <input type="password"/>
Re-enter Password	<input type="password"/>
Password must: •Be at least 8 characters long	

Link Students to Account

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

1	Student Name	<input type="text"/>
	Access ID	<input type="text"/>
	Access Password	<input type="password"/>
	Relationship	-- Choose ▾
2	Student Name	<input type="text"/>

You are now ready to create your account. Please fill out all of the information.

First Name: first name of parent

Last Name: last name of parent

Email: email address of parent

Desired Username: the username that you would like to use for this account

Password: this will be the password that you would like for this account. The password may use any characters, but must be 6 characters long.

Re-enter Password: type the same password again

Student Name: This is the name of the student whose account you would like to access.

Access ID: This is the Access ID that was sent home from the student's school.

Access Password: This is the Access Password that was sent home from the student's school.

Relationship: Choose the appropriate relationship

Continue to enter this information for every student in your household. You may enter up to 7 students.

Once all of the information is entered, click the Enter button at the bottom of the screen. If any errors were detected in the data entry you will be prompted to fix them at this time.

Congratulations! You are ready to log in and see the information on your children. Please look at "Understanding Powerschool – for Parents" to help you see what information is available.