

Parent Step-by-Step Instructions

Each parent **MUST CREATE AN ACCOUNT**, then use the access codes and password to ADD a student to the account. All parents and guardians that are sent the student login information can create their own single sign-on account.

Create Parent Account

Go to the site: <https://csdo.powerschool.com/public>
Sign In page > Create Account.

PowerSchool

Student and Parent Sign In

Sign In **Create Account**

Select Language English

Username

Password

[Forgot Username or Password?](#)

Sign In

The first section on the page, **"Create Parent Account,"** is the information necessary to establish the parent's account. All fields in this section are required, and include the following:

- First Name
- Last Name
- Email (must be unique)
- Desired User Name (must be unique)
- Password
- Re-enter Password



Create Parent Account

First Name

Last Name

Email

Desired Username

amassi

Password

.....

Re-enter Password

Password must:

•Be at least 7 characters long

The second section on the page, "**Link Students to Account**," requires that the information for at least one student be provided, and includes the following:

- Student Name
- **Parent** Access ID
- **Parent** Access Password
- Relationship
- Parents may enter the information for up to seven students when initially establishing their account. If they need to add additional students they can do so after establishing the account by signing in and navigating to Account Management > Students.
- Common data entry errors include not completing all fields, entering an email address or user name that is already associated to another account, or entering incorrect access IDs or passwords. When this occurs, parents will need to re-enter any information that was not entered correctly, and also re-enter any passwords for security reasons.