In PowerSchool, Parents/Guardians can now set up a single login to view all of their childrens' accounts and /or create separate parent accounts.

Before you begin, make sure you have the Parent Access ID and Parent Password for all children you want to access. If you do not have this information please contact your child's school.

1. Login to powerschool's IP address:
   https://ps.rockyview.ab.ca/public.
   The parent sign in screen will appear

2. At the bottom left hand corner select the **Create an Account** Button

PowerSchool

Parent Sign In

Username

Password

Having trouble signing in?

Sign In

Create an Account

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.

Create Account

3. Enter your first and last name, the email address where you want to receive notifications, and then create your username/password with the following requirements.
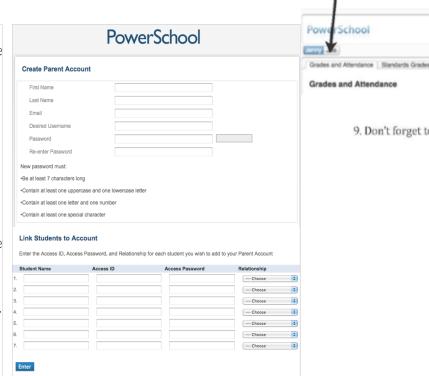
Password must be
- **At least 7 characters long**
- **Contain at least one uppercase and one lowercase letter**
- **Contain at least one letter and one number**
- **Contain at least one special character**

Write down your login and password for future access.

These usernames and passwords are unique to you so the school does not have access to them. Should you forget your password you will have to contact your child's school so they can reset your information.

4. For each student, enter his/her first and last name, the parent access ID and parent access password that you should have received from your child's school, each child will have a different parent ID and password. Next you enter the relationship to that child. eg. Mother, Father, Guardian.

PowerSchool

Create Parent Account

First Name

Last Name

Email

Desired Username

Password

Re-enter Password

New password must:

•Be at least 7 characters long

•Contain at least one uppercase and one lowercase letter

•Contain at least one letter and one number

•Contain at least one special character

Link Students to Account

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

	Student Name	Access ID	Access Password	Relationship
1.				--- Choose
2.				--- Choose
3.				--- Choose
4.				--- Choose
5.				--- Choose
6.				--- Choose
7.				--- Choose

Enter

5. Click **enter** when complete.

6. The screen will direct you back to the login page where you can now enter your new user name and password.

7. Once you are logged in you can toggle between student accounts simply by clicking on the child's name. The student information is located at the top left of the screen.

8. At any time, you can add accounts or change your user name and password by clicking **Account Preferences** at the top right of the screen.

PowerSchool

Congratulations! Your new Parent/Guardian Account has been created. Enter your Username and Password to start using your new account.

Login

User Name

jparent

Password

•••••••

Having trouble logging in?

Submit

PowerSchool

Parent, Joe (Last Login:)

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Grades and Attendance

9. Don't forget to log out before closing your internet browser.