

## PowerSchool Parent Portal



The PowerSchool Parent Portal provides families the ability to view attendance and achievement information for students, as well as access online payments for various school fees. Additionally, a PowerSchool Parent Portal account is necessary in order to register new and existing students for the upcoming school year.

The instructions below describe how to set up a PowerSchool Parent Portal account.

### Creating Your Parent PowerSchool Login

1. Go to <http://PowerSchool.rdpsd.ab.ca>. This will take you to the student and parent sign in page.
2. Click the **Create Account** tab.
3. Click **Create Account**.

The screenshot shows the PowerSchool website interface. At the top, there is a dark blue header with the PowerSchool logo and the text "PowerSchool". Below the header, the main content area is white and features the heading "Student and Parent Sign In". Underneath this heading, there are two buttons: "Sign In" and "Create Account". The "Create Account" button is highlighted with a blue border. Below the buttons, there is a section titled "Create an Account" with a horizontal line underneath. The text in this section reads: "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.](#)" At the bottom right of this section, there is a dark blue button with the text "Create Account".

4. In the Create Parent Account portion enter **your information** that identifies yourself to PowerSchool. Refer to the following table:

Field	Description
First Name	Your First Name
Last Name	Your Last Name
Email	Enter your email address.
Desired Username	Enter the username you would like to use.
Password	Passwords must be at least six (6) characters in length.
Re-Enter Password	Enter your password again.

5. You can link all of your children to your PowerSchool Parent Portal account. You will require your child's **Access ID** and **Access Password**, for each child you want to associate with your account. The Access ID will be your child's computer log in username, with the letter "P" at the end (Capital "P", with no space between the username and the P). The Access Password will be your child's computer password. Alternatively, this information is available from your child's school.

Select the Relationship from the drop down menu.

Repeat for all children you wish to associate your PowerSchool Parent Portal with.

**Link Students to Account**

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

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Student Name: Jane Doe

Access ID: doej123P **Student ID + "P"**

Access Password: ..... **Student password**

Relationship: -- Choose, Father, Mother, Grandfather, Grandmother

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6. Click Enter. The Parent Sign In page appears. The next time you sign in to the PowerSchool Student and Parent Portal, use your new password.
7. PowerSchool is available to Parents and Students to download for free from Google Play, for Android devices, and the App Store, for iOS devices.

