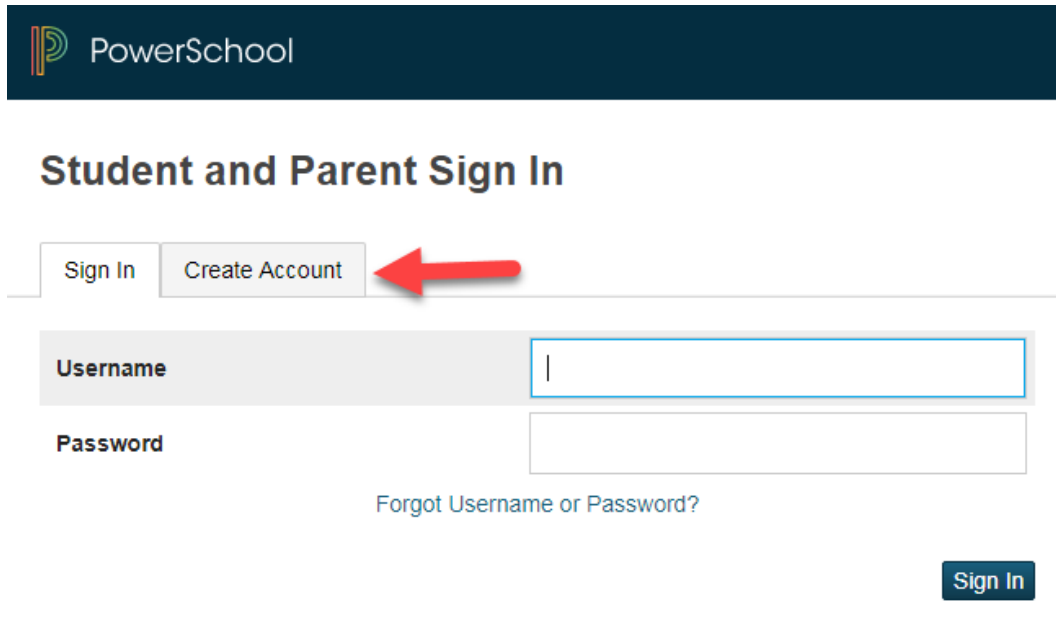


Instructions for Creating your PowerSchool Parent Portal Account

1. Using any web browser, navigate to this address:

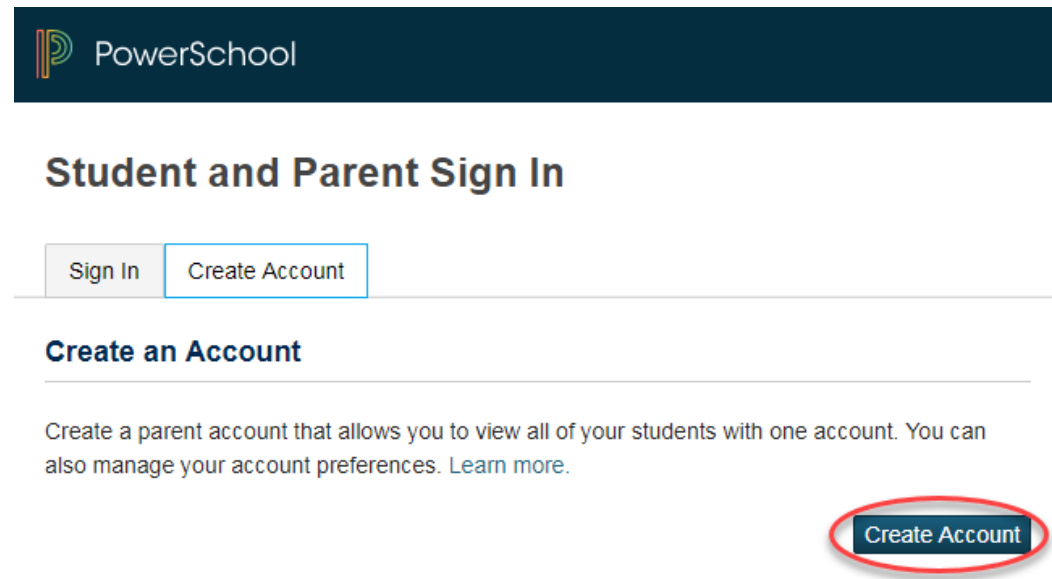
<https://powerschool.whps.org/>

2. Click on the **Create Account** tab



The screenshot shows the PowerSchool website header with the logo and the text "PowerSchool". Below the header is the section "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". A red arrow points to the "Create Account" button. Below the buttons are two input fields: "Username" and "Password". Below the "Password" field is a link that says "Forgot Username or Password?". At the bottom right of the sign-in section is a "Sign In" button.

3. Click on the **Create Account** button



The screenshot shows the PowerSchool website header with the logo and the text "PowerSchool". Below the header is the section "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". Below the buttons is the section "Create an Account". Below this section 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.](#)" At the bottom right of the page is a "Create Account" button, which is circled in red.

4. Enter the following on the **Create Parent Account** page

a **Parent Account Details:**

PowerSchool

Create Parent Account

Parent Account Details

Correspondence from the parent portal will go to this email address.

First Name

Last Name

Email

Desired Username

Password

Re-enter Password

Password must: •Be at least 6 characters long

Use this username and password to log in to the parent portal

b **Link Students to Account**

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

Access ID

Access Password

Relationship

2

Student Name

Access ID

Access Password


Relationship

You will have a separate Access ID and Access Password for each of your students. You can add up to seven (7) students on this screen.

Choose your relationship to the child. Most common responses are listed first.

c After entering all of your eligible children, scroll to the bottom of the page and click the **Enter** button.

5. You will be returned to the original Sign In screen where you can now sign in with the account you just created in step 4a.



Student and Parent Sign In

[Sign In](#) [Create Account](#)

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

Username	<input type="text" value="Log in with the username you created"/>
Password	<input type="password" value="The password you created"/>

[Forgot Username or Password?](#)

[Sign In](#)