



## Add a Child or Children to your Parent/Guardian Account

The following are directions to add a child or children to your Parent/Guardian Account to access their information through our Parent Portal. If you are having trouble adding your child or children to your account please send an email to [parentportal@wasd.org](mailto:parentportal@wasd.org).

You will need to go to the Parent Portal login page:

<https://powerschool.wasd.org/public>

You will see the following screen:

**NOTE:** You can also access the Parent Portal Page from the WASD Website.

**STEP 1:** Login to your Account

**STEP 2:** Click Account Preferences

**Login**

User Name

Password

[Having trouble logging in?](#)

**Create an Account**

Create a parent/guardian account that allows you to view all of your students with one login account. You can also manage your account preferences. [Learn more.](#)

PowerSchool

Chase

Aderhold, Cyndi (Last Login: 9/13/2011 at 8:22 AM)

Grades and Attendance | Grade History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | My Calendars | **Account Preferences**

Grades and Attendance | Standards Grades

**STEP 3:** Click Students Tab

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Profile | **Students**

**Account Preferences - Profile**

If you want to change the name, e-mail address, user name or password associated with your Parent/Guardian account, you may do so below. Please click the corresponding Edit button to make changes to your user name, or password.

First Name:

Last Name:

Email:

User Name:

Current Password:



## Add a Child or Children to your Parent/Guardian Account

**STEP 4:** Click Add

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Grades and Attendance | Grade History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | My Calendars | Account Preferences

Profile | Students

**Account Preferences - Students**

To add a student to your Parent/Guardian account, click the ADD button.

**My Students** Add +

Chase Aderhold

**STEP 5:** Add Student

- Enter Student First Name, Access ID, & Access Password  
**\*\*Access ID and Access Password have been printed on the cover letter.\*\***
- Select the relationship you are to the student

**Add Student**

Student Name | Access ID | Access Password | Relationship

-- Choose

Cancel | Submit

After successfully adding your child the screen below appears with the added child along with children already on your account. To add another child repeat Steps 4 & 5.

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Grades and Attendance | Grade History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | My Calendars | Account Preferences

Profile | Students

**Account Preferences - Students**

To add a student to your Parent/Guardian account, click the ADD button

✓ Changes Saved

**My Students** Add +

Chase Aderhold  
Elizabeth Fry