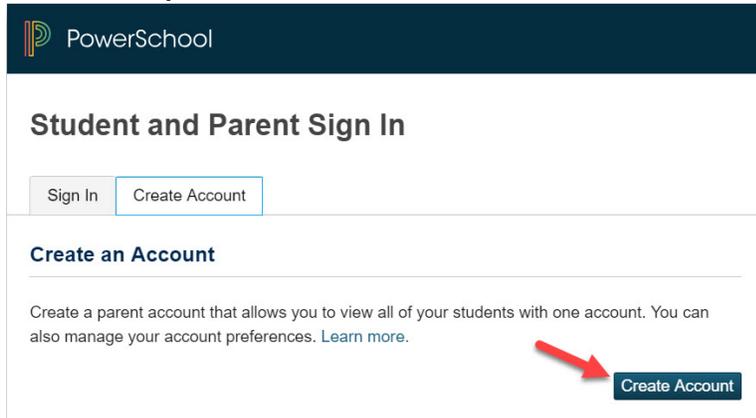


How to Create a PowerSchool Parent Portal Account

Only create a new PowerSchool account if you are positive that you have never had one before. If you think you already have an account, select “Forgot Username or Password.” If you never had an account, your child’s school will send you a login letter. You will need the Access ID and password to view your child(ren)’s information.

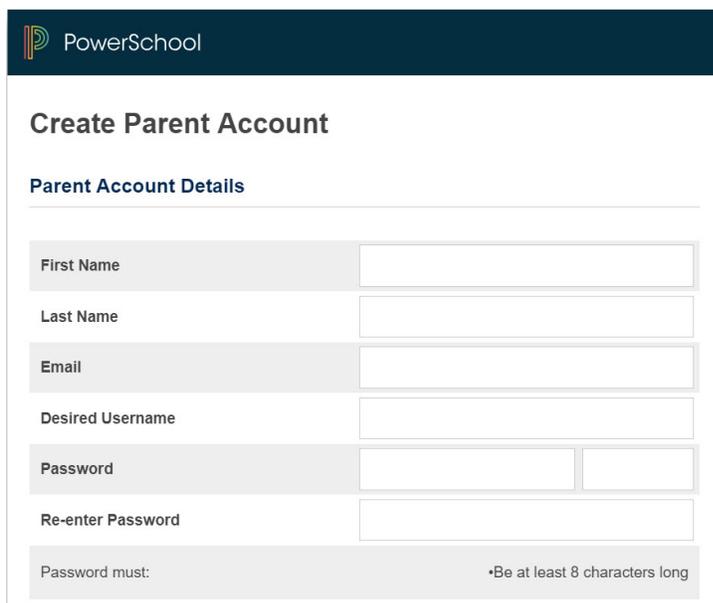
Step 1: Go to <https://powerschool.sd5.k12.mt.us/public/home.html>

Step 2: Click on Create an Account



The screenshot shows the PowerSchool website's sign-in page. At the top, there is a dark blue header with the PowerSchool logo. Below the header, the page title is "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". The "Create Account" button is highlighted with a red arrow. Below the buttons, there is a section titled "Create an Account" with a description: "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 labeled "Create Account".

Step 3: Enter in your information to create your account. Create a username and password that you will remember. The password must be at least 8 characters long. If you get an error stating that your email address is already in use, please do not create a new email. This means you already have an account in PowerSchool. Click on Forgot Password. If you do not get an email, send an email to psadmin@sd5.k12.mt.us



The screenshot shows the "Create Parent Account" form on the PowerSchool website. The form is titled "Create Parent Account" and has a section for "Parent Account Details". The form contains several input fields: "First Name", "Last Name", "Email", "Desired Username", "Password", and "Re-enter Password". The "Password" field is split into two boxes. At the bottom of the form, there is a note: "Password must: •Be at least 8 characters long".

Step 4: Enter your student's name, followed by the access id and access password received from your school. You can add up to 7 students at one time. Once completed hit Enter at the bottom of the page.

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