

PowerSchool Parent Portal Access – Account Setup

Each parent must create an account and link their students to use PowerSchool. This is a one-time process. You will need the following information: **Student Name, Student ID, Student Birthdate**

1. **Access ID** is p(for parent) + 1st four Letters of Student Last Name + dot + 1st four Letters of Student First Name + last 3 digit of Student ID
Example: pjorg.heat751
2. **Access Password** = Student two digit Birth Month + two digit Birth Day + Student ID
Example: 030923751

Step 1

Create Parent Account

First Name	<input type="text" value="Parent First Name"/>
Last Name	<input type="text" value="Parent Last Name"/>
Email	<input type="text" value="parentemail@gmail.com"/>
Desired Username	<input type="text" value="parentusername"/>
Password	<input type="password"/>
Re-enter Password	<input type="password"/>

Username and Passwords *ARE* case sensitive

Username should *NOT* be an email address.

Write down your username and password and store the note in a secure location until you have your login memorized.

Step 2

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. <input type="text" value="Heather Jorgenson"/>	<input type="text" value="pjorg.heat751"/> Don't forget the "p"	<input type="text" value="030923751"/>	<input type="text" value="Mother"/>

After your account is created you can use PowerSchool Mobile App. Once the app is installed enter our district code: DWSM and sign in with your username and password you just created.



Apple Devices



Android Devices