



# Creating a Parent account

1) Contact your child's school and request the students Parent Access ID and the Parent Access Password for all of your children. If they are at multiple schools then contact all the schools required

2) Go to the Lawrence Public Schools PowerSchool page for Parents.

<https://powerschool.lawrence.k12.ma.us/public/home.html>

PowerSchool

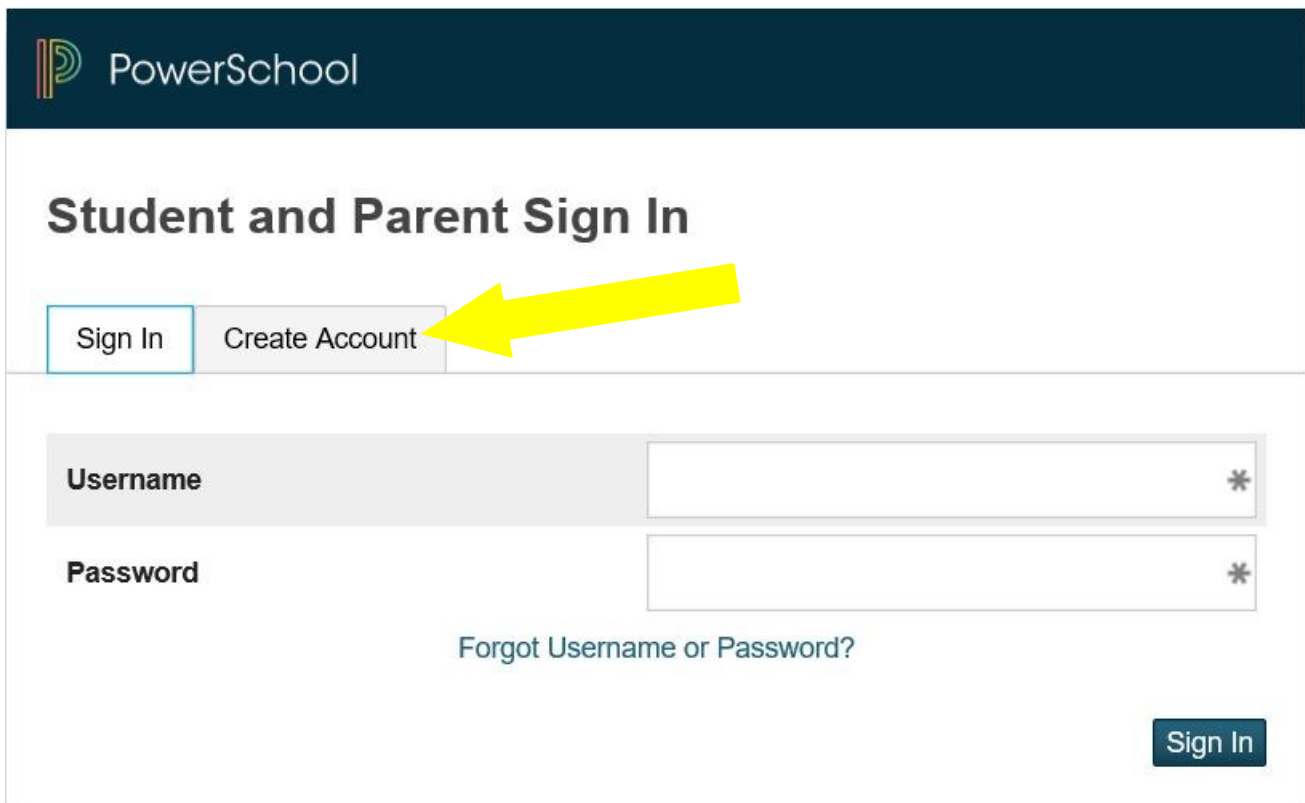
## Student and Parent Sign In

Username  \*

Password  \*

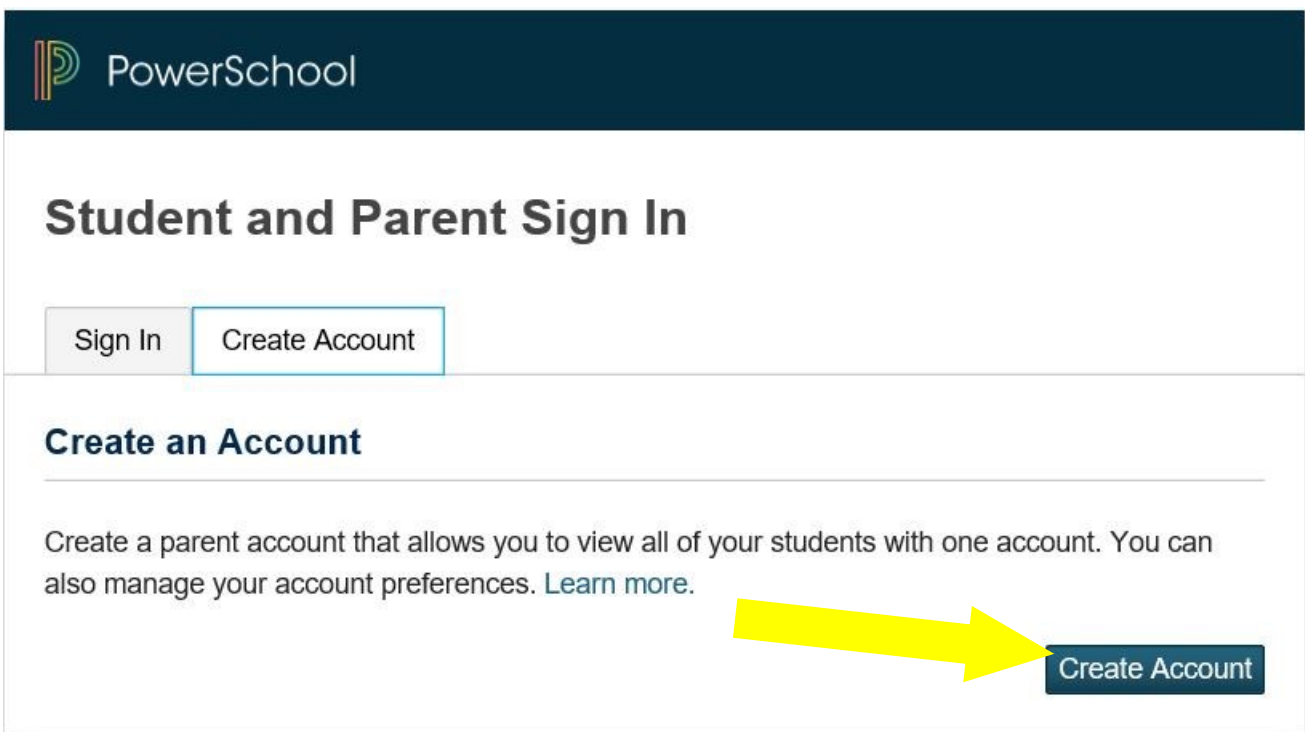
[Forgot Username or Password?](#)

### 3) Select the tab that says create an account



The screenshot shows the PowerSchool login page. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two tabs: "Sign In" and "Create Account". A yellow arrow points to the "Create Account" tab. Below the tabs are two input fields: "Username" and "Password", each with an asterisk on the right. Below the password field is a link that says "Forgot Username or Password?". At the bottom right is a "Sign In" button.


### 4) Click on the button that says Create account



The screenshot shows the "Create an Account" page. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two tabs: "Sign In" and "Create Account". The "Create Account" tab is highlighted with a yellow arrow. Below the tabs is the heading "Create an Account". Below this heading 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 is a "Create Account" button, which is highlighted with a yellow arrow.

## 5) Please enter in all of the information.

If a username is already in use then it will let you know after you hit Enter



### Create Parent Account

First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Desired Username	<input type="text"/>
Password	<input type="password"/> <input type="password"/>
Re-enter Password	<input type="password"/>

Password must: •Be at least 6 characters long

## 6) Scroll down to the next section to Enter in the student information

Enter in the Students name and the Access ID and Password that you got from the student's school, as well as your relationship to the student.

Fill this out for all of the students you need or have access too.

If you need to more then 7 you can add them later.

Password must:

•Be at least 6 characters long

### 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

-- Choose



2

Student Name

Access ID

Access Password

Relationship

-- Choose



7) Once you have filled out the information scroll to the bottom of the page and click the Enter button

A screenshot of a web form. At the top left, there is a small box containing the number '7'. Below it are four input fields: 'Student Name', 'Access ID', 'Access Password', and 'Relationship'. The 'Relationship' field is a dropdown menu with the text '-- Choose' and a downward arrow icon. To the right of the 'Relationship' field is a dark blue button labeled 'Enter'. A large yellow arrow points from the 'Relationship' dropdown menu towards the 'Enter' button.

8) If you are successful you will see the following screen.

Otherwise follow the onscreen directions to make the appropriate changes

A screenshot of the PowerSchool website. The top header is dark blue with the PowerSchool logo and name. Below the header is a white section titled 'Student and Parent Sign In'. There are two buttons: 'Sign In' and 'Create Account'. Below these buttons is a message: 'Congratulations! Your new Parent Account has been created. Enter your Username and Password to start using your new account.' Below the message are two input fields: 'Username' and 'Password'. Below the 'Password' field is a link that says 'Forgot Username or Password?'. At the bottom right is a dark blue button labeled 'Sign In'.