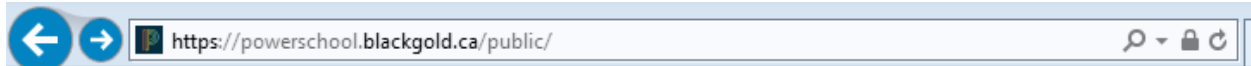# PARENT PORTAL ACCOUNT SETUP

Please refer to the screenshots below if you have any questions on the setup of your parent portal account in PowerSchool. **Sign in to the web address: http://powerschool.blackgold.ca**

PowerSchool

Student and Parent Sign In

Initially you will need to create your account in PowerSchool. Click on the option Create Account

Sign In   Create Account

Create an Account

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.

Create Account

PowerSchool

Create a Parent Account

A parent account allows you to view the information for one or more students with a single sign in. You can also manage your personal account preferences.

To create a parent account, enter the following information:

- **Name** - Your first and last name
- **Email** - Student notifications and correspondence related to your parent account will be sent to this email
- **Desired Username** - Your username is your unique PowerSchool identity
- **Password** - Your password must be at least 6 characters long
- **Student Access Information** - Information for a minimum of one student, including the student name, Access ID, Access Password, and your relationship to the student

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PowerSchool

Create Parent Account

Example of Account Created

First Name	Joe
Last Name	Black
Email	Joe.black@hotmail.com
Desired Username	Joe.black
Password	Joee726
Re-enter Password	Joee726
Password must:	•Be at least 6 characters long

Important Note

Please be aware that if you have more than one child or children attending another school in the division, you may add each of them to the one account you're going to create.

The information below will require the system generated Access ID and Access Password for each of your children from the school they attend. When you have finished click on the "enter" button.

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
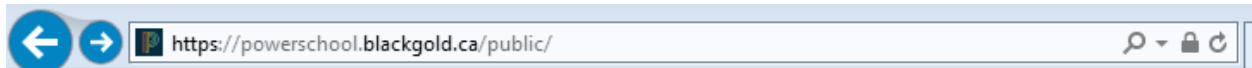
Student Name	
Access ID	
Access Password	
Relationship	-- Choose

**You can link up to seven student accounts*

Enter

SIGNING INTO YOUR ACCOUNT

Sign into the web address: http://powerschool.blackgold.ca

https://powerschool.blackgold.ca/public/

PowerSchool

Student and Parent Sign In

Sign In

After you have created your account, sign in using your username and password that you have created.

Username	Joe.black
Password	Joee726

Forgot Username or Password?

Sign In