

Dear Parents,

It seems as though the PowerSchool Parent Portal has changed to accommodate for the Mobile App that you can also download from your smart phone.

The username and password that you set up in the office with the PowerSchool form is your **AccessID** and **AccessPassword**.

In order to access PowerSchool Parent Portal you will need to go through the following steps:

1. Go to <http://powerschool.hardingcharterprep.org/public/>
2. Click on Create Account on the bottom right.



The screenshot shows the 'Parent Sign In' section with fields for Username and Password, a 'Sign In' button, and a link for 'Having trouble signing in?'. Below this is the 'Create an Account' section with a brief description and a 'Create Account' button.

3. Fill out the information needed on the screen that appears:



The screenshot shows the 'Create Parent Account' section with fields for First Name, Last Name, Email, Desired Username, Password, and Re-enter Password. Below this is the 'Link Students to Account' section with a table for entering student information. Large blue arrows point from the 'Create Account' button in the previous screenshot to the 'Create Parent Account' section, and from the 'Link Students to Account' section to the next step.

Student Name	Access ID	Access Password	Relationship
1			Choose
2			Choose
3			Choose
4			Choose
5			Choose
6			Choose
7			Choose

4. Now, keep in mind the information that you submitted to the office is for the AccessID and AccessPassword at the bottom portion of the page.
5. Enter the student's name, what Mrs. Russell sent to you for your AccessID and AccessPassword, your Relationship to the student. Then click Enter.
6. If this doesn't work call Mr. Hunt and he will help you out!