

# PowerSchool: Parent Account Creation

We would like all parents of students in grades 4-8 to create a PowerSchool account in order to monitor their student's current grades and attendance. If you created a PowerSchool account last year, you do NOT need to create another account. If you need assistance accessing the account you created last year, please contact Mrs. McGraw- [techsupport@stcharlesschoolfw.org](mailto:techsupport@stcharlesschoolfw.org).

If you did NOT create a PowerSchool account, please follow these steps:

**NOTE: You will need the PowerSchool Web ID and Password letter that was sent home at Back to School night in order to link your student to your account. If you do not have that letter, please contact Mrs. McGraw- [techsupport@stcharlesschoolfw.org](mailto:techsupport@stcharlesschoolfw.org).**

1. Open the Internet browser on your computer.
2. Go to the PowerSchool site: <https://www.fwsbpowerschool.org/public>
3. Click on the tab that says "Create Account."
4. Enter your desired username, and password. Pay attention to password requirements.

## Create Parent Account

### Parent Account Details

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 5 characters long

5. Scroll down to the section "Link Students to Account."  
Enter the access ID and password for each child you wish to link to the parental account (including children from other FWSB schools).  
Type your access ID and password exactly as they are printed (case sensitive).  
The "Relationship" field is your relation to the child--Father/Mother, etc.  
**THE ACCESS ID AND PASSWORD ARE NOT YOUR LOGIN CREDENTIALS. THEY ARE USED TO LINK YOUR CHILD TO YOUR POWERSCHOOL ACCOUNT.**

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

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Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose 

6. After you have linked your student to your account, click Enter at the bottom of the page.



7. View the information.
8. Remember to log off when you are finished.

You may track academic progress from any location that has Internet access. If you do not have Internet access, the public library has computers open to access your child's records. Please keep your passwords confidential so only you can access the information.

The Grades and Attendance tab will allow you to check assignments and scores by clicking on the blue percentage across from a class. To email the teacher a question or concern, please click the blue teacher's name link. The Grades History tab will show you the grades your child received in previous grading periods. The Teacher Comments tab is used to access current teacher comments for your student.

**PowerSchool Mobile App:** PowerSchool offers a free app so you can access your account from your mobile devices. Download the app from the iTunes store or Google Play. Once you install the app, you will need to enter our district code: **DGHB**. Continue to access your account with the login information that you created.