FOCUS STUDENT INFORMATION SYSTEMS

PARENT RESOURCES

ADDING A STUDENT

STEP 1

Parent Account Registration

If you wish to create a Parent Portal Account, you must obtain the student’s legal ID from your child’s report card or school and have a valid email address. Once you have this information, enter it below to create your account. Your username will be your email address.

Please enter your student’s information:

- Local Student ID: [Input]
- Student’s Birthdate: [Input]

Add Student

Return to the Student Index

ENTER THE STUDENT ID

WARNING: If the student id entered does not match a current student, the message below appears. Parent should contact the student’s school.

STEP 2

NOTE: No access to student information is given until the parent has been verified by the student’s school. A Portal Alert below will display until verification occurs.

STEP 3

VISIT YOUR CHILD’S SCHOOLS WITH YOUR GOVERNMENT ISSUED ID TO COMPLETE THE PROCESS.