Parent Connect Account Creation Overview

Create a Parent/Guardian Account

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

To create a parent/guardian account, enter the following information:

- **Name -** Your first and last name
- **Email -** Student notifications and correspondence related to your parent/guardian account will be sent to this email
- **Desired User Name -** Your user name 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

Step by Step Instructions

1) Navigate your browser to http://PowerSchool.npusc.k12.in.us or navigate to any school webpage (e.g. http://www.npusc.k12.in.us , http://hs.npusc.k12.in.us , etc) and choose the PowerSchool Parent Connect link from the Parents / Community menu option on the main webpage.
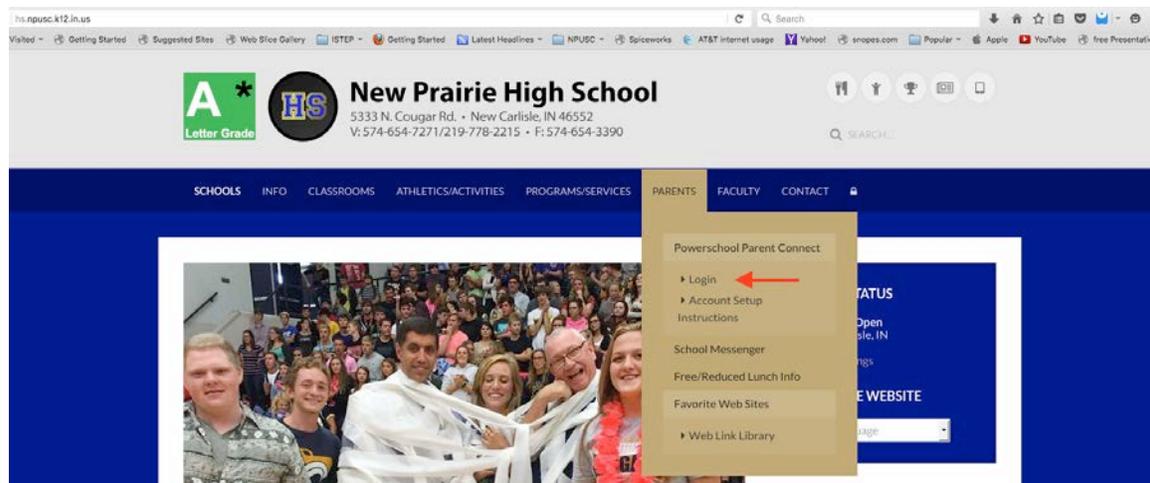
2) Once at the login page for PowerSchool Parent Connect. You will need to create your own username and password.
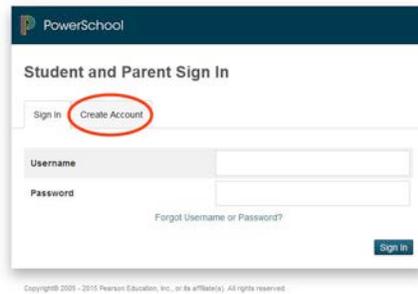
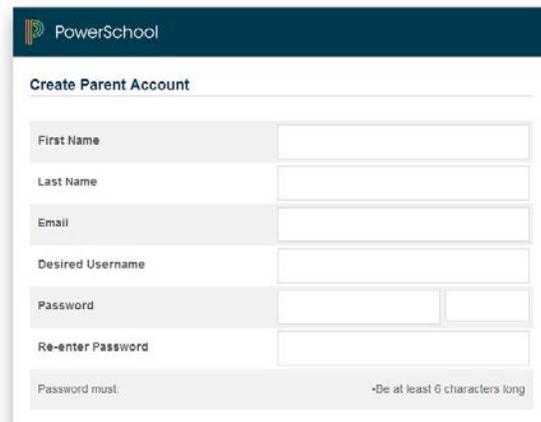3) Press the CREATE ACCOUNT tab at the top next to the sign in tab.
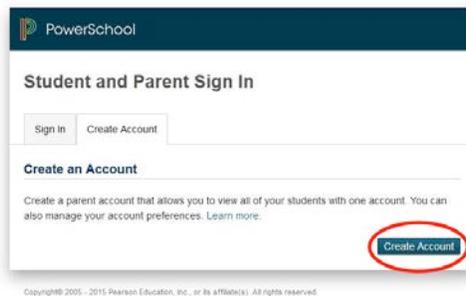
4) Select the "Create Account" button on the middle right hand side of the screen.

5) After pressing the create account button you will be presented with the following screen.
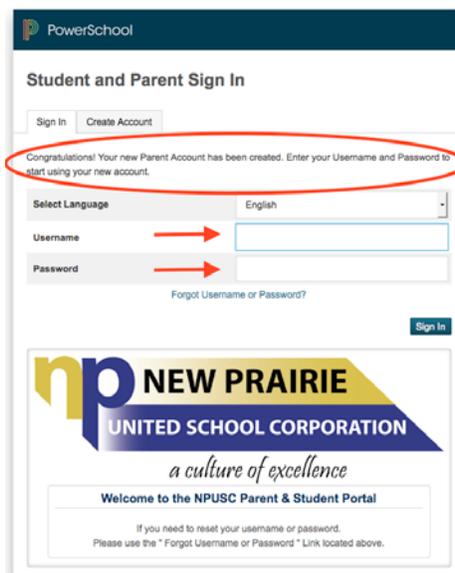

6) Fill in your first name, last name, valid e-mail address, a username and password. There is an indicator next to the password field to show how strong or weak the password you have chosen is in complexity.

7)   The username you choose must be unique to the PowerSchool Parent Connect system. If the username you choose is already in use you will be presented with a message that "An account with that username already exists". Select a different username and continue.

8)   After you choose a username and password (please keep your username and password in a safe place and do not share it with anyone) please enter your student's name, Access ID, Access Password and choose your relationship to the student in the drop down field selection. One student per section, you may enter up to 7 students. When all the fields are complete press the enter button on the bottom right hand corner of the account creation screen. **The ACCESS ID and the ACCESS PASSWORD for your student must be obtained from your school.**


9) After the successful account creation you will be presented with the following screen.

10) Congratulations! Now that you have created your PowerSchool Parent Connect account and you may enter your username and password in the login fields. When you are done typing in your username and password please press the submit button at the bottom right hand corner of the login box.

11) When you have successfully logged in to the PowerSchool Parent Connect system you will be presented with the following screen. You can choose the student you would like to see attendance, grades and assignments information by selecting the name of your student in the upper left hand corner of the parent connect main screen.
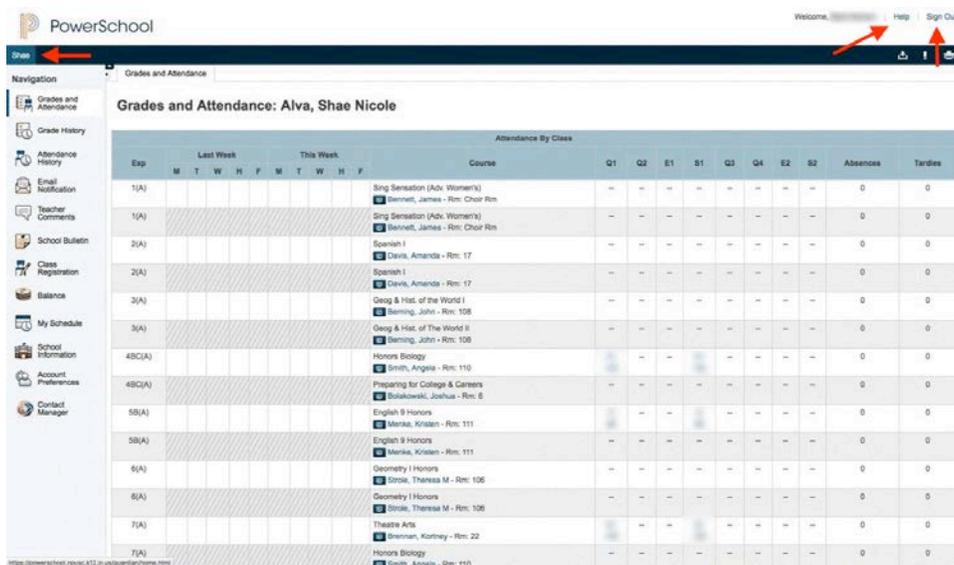
12) For additional information on how to use Parent Connect press the word Help in the upper right corner of the screen.

13) To logout of PowerSchool Parent Connect. Press the logout button in the upper right hand corner of the mail screen.