PowerSchool Parent Portal

Single Sign On Information & Instructions

A parent (or legal guardian) account allows you to view information for one or more of your students using a single login.

To create a parent account, you will need the following information:

- **This tutorial on how to create your personal account and link your students to it**
- **Name** - Your first and last name
- **Email** – Your email address. Student notifications and correspondence related to your parent account will be sent to the email address you enter
- **Desired Username** - Your username will be your PowerSchool identity used for login
- **Password** - Your password must be at least 6 characters long
- **Student Access Information** – Information you **MUST** have for each student you wish to include:
  - Student name – First and Last
  - Access ID *(available upon request from school office)*
  - Access Password *(also available upon request from school office)*
  - Your relationship to the student

*When a school receives a request for Access ID and Password credentials for a student, a photo ID may be required to assist in verifying your right to view student information.

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**Create Your Account**

To begin using the parent portal for the first time, you must:

1. Create your account and then
2. Link all your students to that account

As an aid to help you through this process follow the steps below. This only needs to be completed one time.

*Parents/legal guardians may choose to share the same account, or each may create separate accounts and individually customize account preferences.*
Step 1

Go to [http://ps.snakeriver.org](http://ps.snakeriver.org) using your favorite internet browser and click the “Create Account” tab.

Then click “Create Account”

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Step 2

Fill in your account information and note the password requirements.

Now you may begin adding all your students, up to seven. (See below if more need to be added later)

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Step 3

Enter the student's first and last name. Using the credentials provided you by the school office, enter the “Access ID” and “Access Password.” Note that this will be unique for each student and only needs to be entered once.

Click on “Relationship” to select your relationship to that student, e.g. Mother. Do this for each student, using the Access ID & Password associated to that student. Every student is assigned a unique Access ID & Password.
Now you can logon using your new username and password. Once logged in, you will see the student’s first names listed across the top left allowing you to easily select the desired student by clicking on their name.

Adding Students To Your Account

If you did not have the Access ID & Password for one or more of your students at the time you created your account, or if you have more than seven students attending schools in Snake River School District you may add them by following the steps below.

**Step A:**
Login to PowerSchool Parent Portal SSO using your username/password and click “Account Preferences”

**Step B:**
Click on the “Student” tab and then click “Add”

**Step C:**
Enter the information into the boxes as in Step 3 above

**Step D:**
Repeat these steps to add any remaining students