Create a Parent Account

Website: https://tri-county.powerschool.com/public/

Use this procedure to create a new parent account. In order to create an account, you must have the Access ID and Password for at least one student enrolled in school. When creating the account, you will need the Access ID and password for each student you want to associate to your parent account. If you do not have this information or have questions, contact your school.

How to Create a Parent Account

1. Open your Web browser to your school's PowerSchool Student and Parent portal URL. The Student and Parent Sign In page appears.
2. Click the **Create Account** tab. The Create Account page appears.
3. Click **Create Account**. The Create Parent Account page appears.
4. Use the following table to enter information in the Create Parent Account section:

Field	Description
First Name	Enter your first name.
Last Name	Enter your last name.
Email	Enter your email address. The email address you enter is used to send you select information, as well as account recovery notices and account changes confirmations. For more information, see *Email Notifications*.
Desired Username	Enter the username you would like to use when signing in to the PowerSchool Student and Parent portal. The user name must be unique. If you enter a user name that is already in use, you will be prompted to select or enter another user name.
Password	Enter the password you would like to use when signing in to the PowerSchool Student and Parent portal. If your school has established password complexity rules, password requirements will display. Enter your password based upon these requirements.
Re-Enter Password	Enter your password again exactly as you entered it in the above field.

5. Use the following table to enter information in Link Students to Account section:

Field	Description
Student Name	Enter the first and last name of the student you want to add to you account. **Note:** Regardless of the name you enter, the system will populate the name based on the access ID and password for the student.
Access ID	Enter the unique access ID for the student. **Note:** If you do not have this information, contact your school.

6. Click **Enter**. The Student and Parent Sign In page appears. To continue, see *How to Sign In to the PowerSchool Student and Parent Portal*.

   Note: If one of the following messages appears, re-enter your password accordingly:

   - Current password is not correct.
   - New password must be at least [number] characters long.
   - New password must contain at least one uppercase and one lowercase letter.
   - New password must contain at least one letter and one number.
   - New password must contain at least one special character.
   - The verification password you enter must match the new password.
   - The password entered was previously used. Please enter a new password.

   The next time you sign in to the PowerSchool Student and Parent portal, use your new password.