PowerSchool Parent Portal Account Creation

Do you have an existing PowerSchool Parent Portal account?

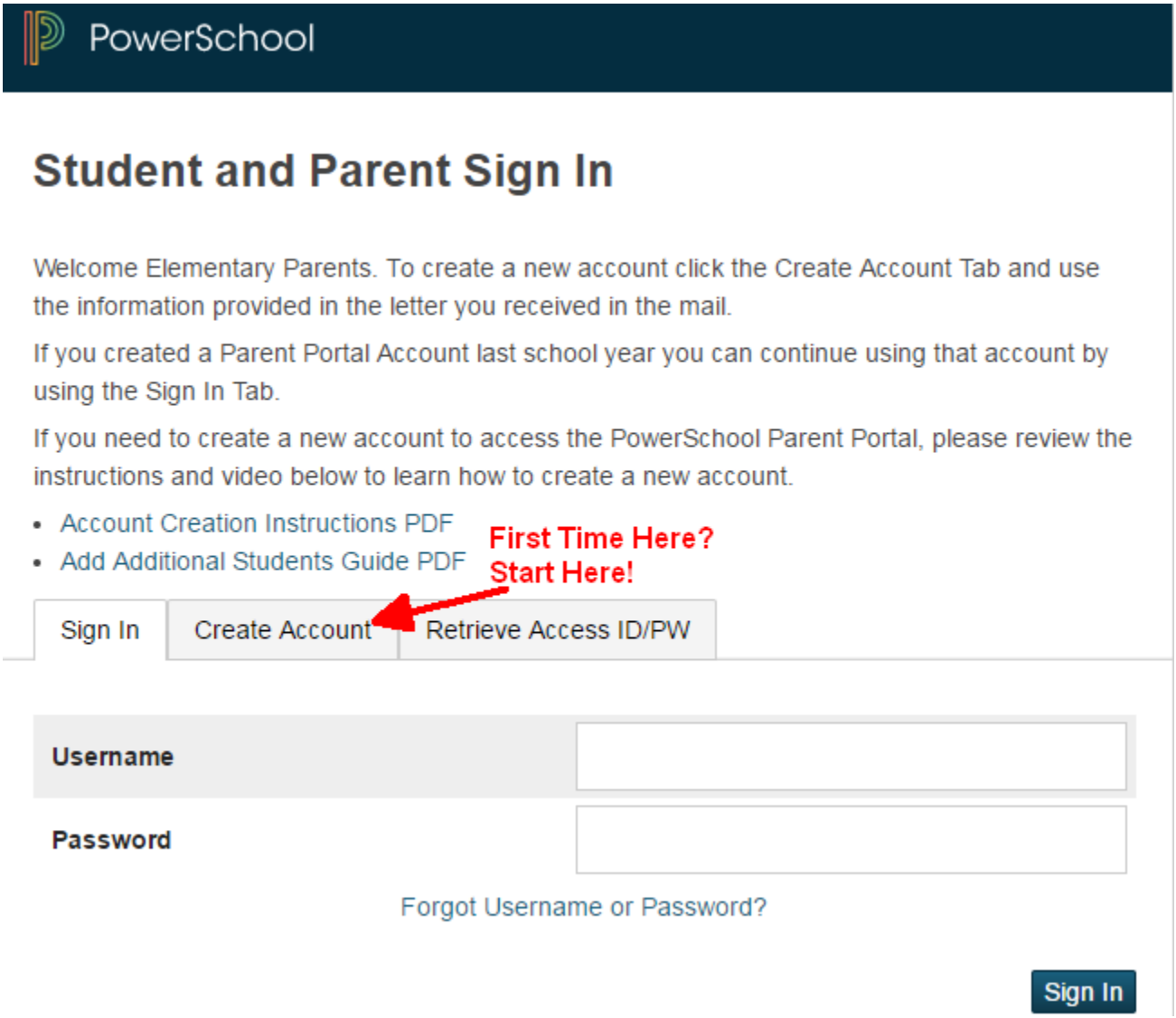
If you have an existing PowerSchool Parent Portal account for an older child you can add additional children to your existing account by using the "Account Preferences" tab once logged into the portal. For more information about adding additional students, please see the Add Additional Students Guide at https://powerschool.lmsd.org.

New to the PowerSchool Parent Portal?

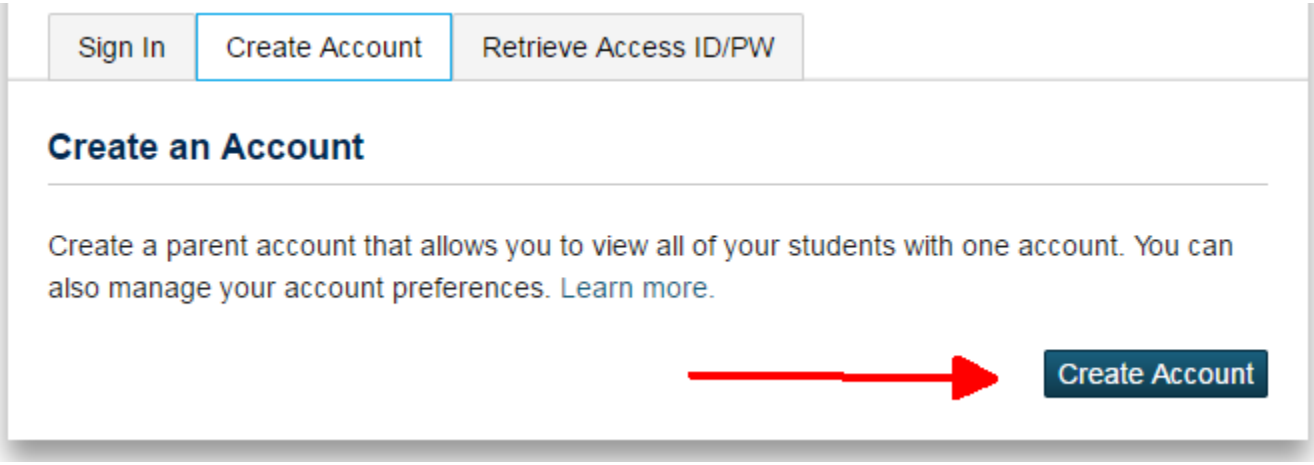
Step 1. Locate the Parent Portal letter that was mailed home or contact your child's school and obtain the Parent Portal letter. This letter contains your child's Access ID and Access Password. You will need to obtain one letter per child that you would like to link to your portal account.

If you cannot locate your Parent Portal letter, please call the main office of your child's school and request one. You can find the phone number for your child's school at http://www.lmsd.org/schools. The main office of your child's school can mail or email the letter to you or you can pick it up in person at the school.

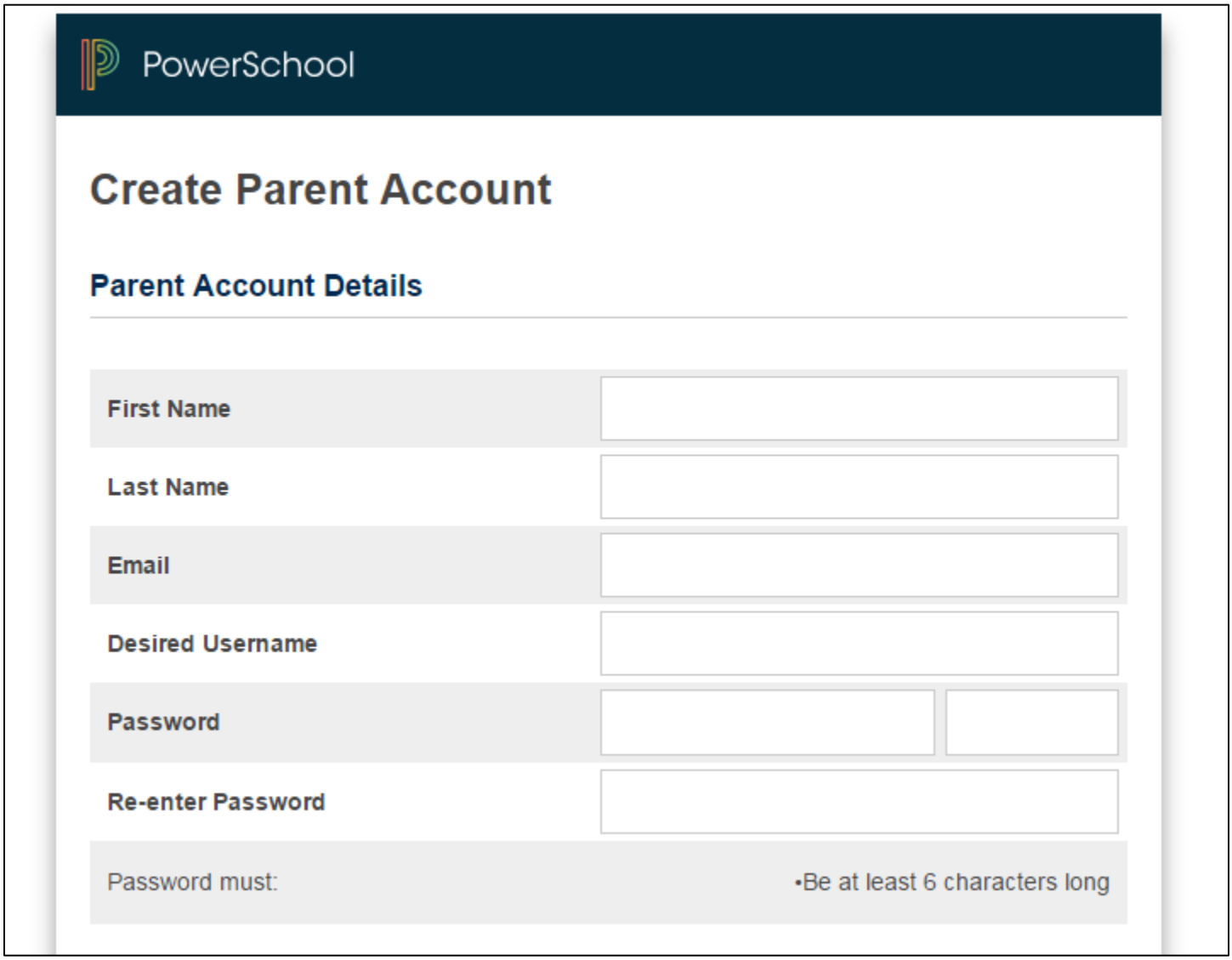
Step 2. After obtaining the Parent Portal letter for each child, proceed to the 'Create Account' tab at https://powerschool.lmsd.org.



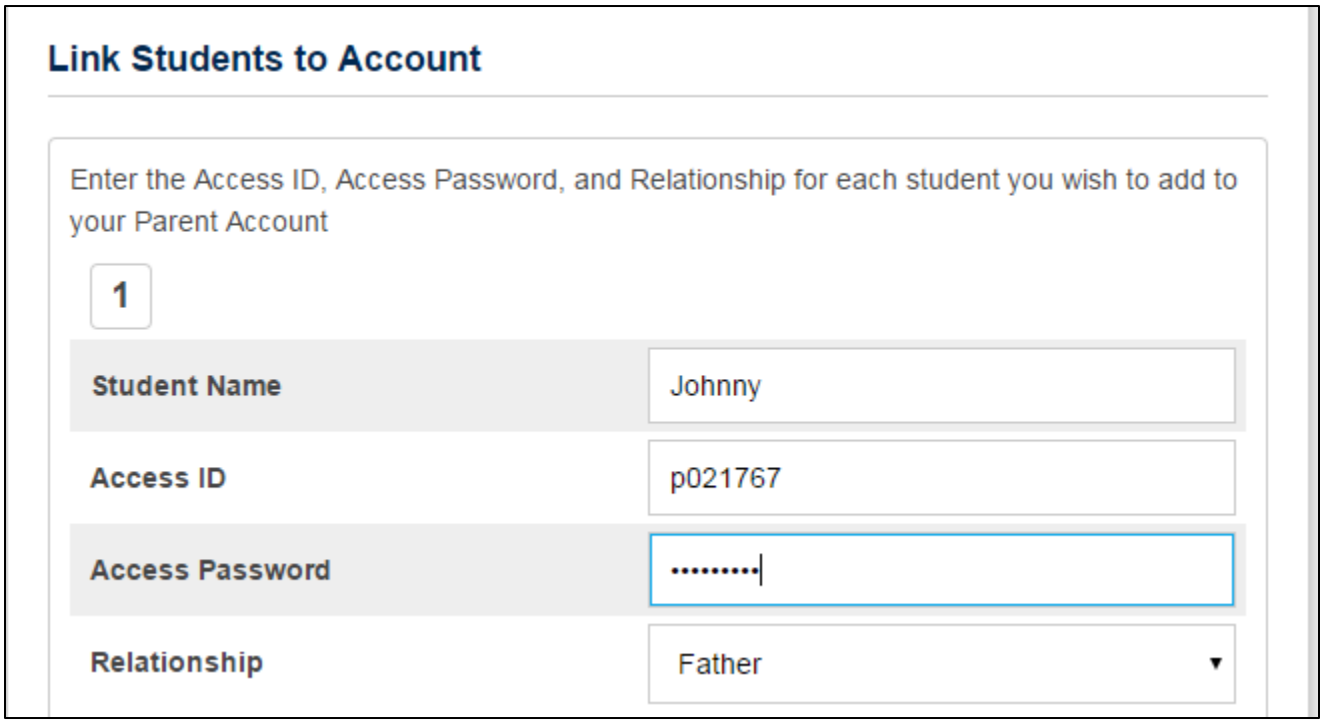
1. Begin by clicking the 'Create Account' tab.
The 'Create Account' tab will bring up the screen below. Click the 'Create Account' button to proceed.



2. Complete the top section, Create Parent Account, by filling in each of the boxes in the illustration below. All of the requested information is required. Going forward, this will be the information that you use to access the Parent Portal.



3. Then, link your child(ren) to your new account by completing the required information in the bottom section, Link Students to Account.



Student Name – Enter the name of your child. This does not have to be an exact match to what we have on file. If you have multiple children, this will show you which child's information you are viewing.

Access ID/Access Password - Please reference the Parent Portal letter that you obtained in Step 1 above. Please enter the Access ID and Access Password exactly as it is listed in the letter as it is case sensitive.

Relationship - Please choose the relationship to your child from the drop-down box.

4. Click Enter and you will return to the login page. Enter the username and password that you JUST created in step 2 above to access the Parent Portal.