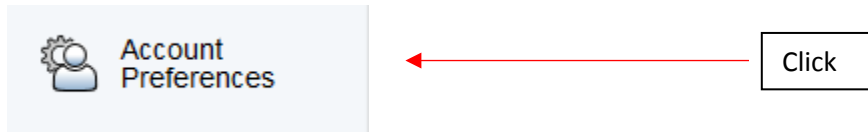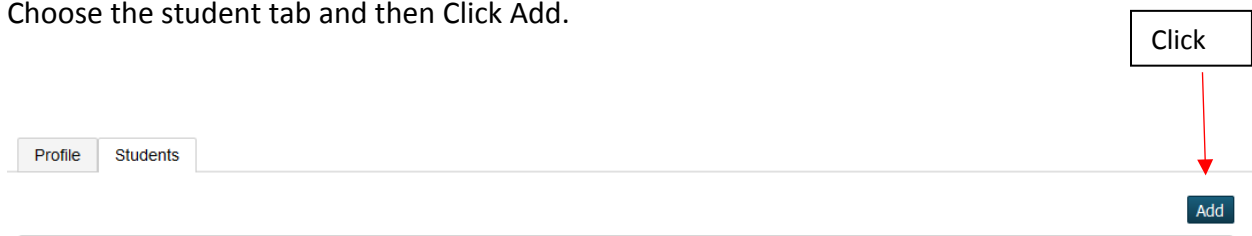# PowerSchool Parent Portal Add Additional Student Guide

PowerSchool allows you to add additional students to an existing Parent Portal account. Once you have successfully signed in to Parent Portal there is an option in the left menu bar named "Account Preferences".

Choose the student tab and then Click Add.

Enter the students name and Access Id (it starts with a lowercase letter p) and Access Password that was sent to you from your student's school. In addition add a relationship to student and hit submit.