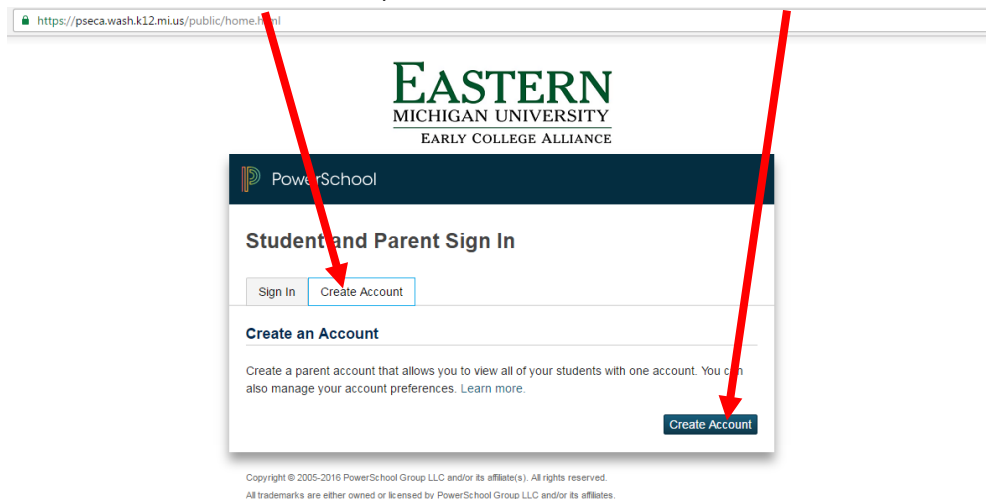


## Creating a PowerSchool Account for Parents

1. Go to this URL: <https://pseca.wash.k12.mi.us/public/home.html>
2. Click on the “Create Account” tab, and select “Create Account”



3. This will bring you to the parent account creation page. The first part is creating your actual account **\*\*Make sure your password is at least 6 characters long\*\***

The second part of this page is linking your account to your child/children within the program (up to 7 children can be linked). You will need your access ID and password located on your child’s ECA schedule that was given to them on the first day of classes. If you do not have this, please contact the ECA to obtain this information.

If you do have this information, then complete the “Link Students to Account” section. Please note that although this section is titled with “Students”, it actually requires the parent/guardian access ID, not the student’s login credentials.

The screenshot shows a form titled "Link Students to Account". At the top, it says "Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account". There are two identical sections for adding students, labeled "1" and "2". Each section contains four fields: "Student Name" (text input), "Access ID" (text input), "Access Password" (text input), and "Relationship" (dropdown menu with "-- Choose" selected).

4. When you are done linking your students, scroll down to the bottom of the page and select “enter”

This is a close-up of the bottom of the form. It shows the "Relationship" dropdown menu for the second student entry section, which is currently set to "-- Choose". Below the form fields is a blue button labeled "Enter". A red arrow points from the top right towards the "Enter" button.

5. This completes the account creation process. Simply return to the original login screen (go back to the URL in the first step), and login using the username/password you created.