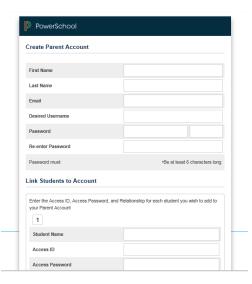# Powerschool Information for Parents

https://powerschool.eics.ab.ca/public

Please note Powerschool functions best in Chrome and Firefox. Please note that the Powerschool APP does not support filling out forms, or paying fees at this time

How to create a parent account in Powerschool:

Click Here to create a NEW account

From here, fill out the required information under Create Parent Account. This is where you will create your own username and password to get into your Powerschool Parent Portal

To link you children to your account, you will need the Access ID and Access Password from the school. If you do not have this information, please contact the office.

Once logged in, your children will be tabbed across the top, and this is the menu you will see:

How to pay fees:

Click on Forms and Fees:

- Click on Student Fees to pay any outstanding school fees for the year.

How to Submit Demographic Confirmation Forms:

- Click on SchoolEngage Student Forms to submit the Data Verification/Demographic form for the current year. *If you are asked for a login and password at this point, you will need to use a different browser. You do NOT need another login and password to get into the Forms.*
- Click on the "Students" to view your children and any forms that are outstanding. You will need to make sure that the "EICS Demographic Confirmation Form" has been submitted for the 2017-2018 school year. Any forms that have not been submitted previously will show in red. This allows you to verify the information that we have on file is correct for your child.

How to Submit Yearly Consents:

- Once back in the Powerschool Portal, click on Yearly Consent to view the Field Trip Consents, Technology Use consents. Please make sure that the 2017-2018 consent forms have been submitted.