

## Parent/Guardian Access to PowerSchool

All parents/guardians can have access to PowerSchool Parent Portal. You will be able to create an account to check your student's schedules, grades and attendance. You will also be able to complete online enrollment for the next school year from within your Parent Account without having to use a SnapCode. **Please contact your child's school to receive your Web ID and Password letter.** Parent Portal accounts can be accessed through a desktop or laptop, or you may download the PowerSchool Mobile app as outlined below. The Parent Portal link can be accessed from the Edgefield County School District or school website under the Parent link.

**To set up your Parent Portal account, please follow the steps below, there are graphics of this process on the next page:**

1. On a PC, tablet or phone, log on to: <https://ps.edgefield.k12.sc.us/public/>
2. Click on "Create an Account".
3. Create a parent account by following the prompts.
4. Link yourself to your child/children with the access ID and password for your child/children from the Web ID and Password letter(s). Click submit.
5. Once your account is created, log into the Parent Portal to access your child's information in PowerSchool.
6. You may customize the information you wish to see and the frequency of emails for grades and attendance.

### Adding another student after the account has been created:

1. Login to the parent portal.
2. On the left hand side are several clickable links, choose Account Preferences.
3. In the middle of the screen you will see two tabs, Profile and Students. Select Students.
4. This will direct you to a page with any child you have added to your account.
5. Select the Add button. This will direct you to a new page where you can add your other children. You will need their Web Id and Password letter to be able to add them.
6. To toggle back and forth between children, you will select their names from the tabs at the top of the screen.

### Mobile App:

1. Create an account as outlined above. The account cannot be set up through the mobile app.
2. Download the PowerSchool mobile app from your phone's device store.
3. Open the PowerSchool app.
4. When prompted to enter the district code, please enter **GTBD**.
5. Enter your user name and password you created when setting up your account.
6. You can now see your child's information with one click of the PowerSchool mobile app.
7. Some options available in the Parent Portal may not be accessible through the mobile app at this time.

### Accessing and completing my child's/children's Online Enrollment Form from the Parent Portal:

1. Log into your Parent Portal Account.
2. Once you have the correct student selected, you will see an Online Enrollment link on the left scroll bar.
3. Click the link and it will direct you to your child's Online Enrollment form for you to complete and submit.

### Forms and Surveys

1. Log into your Parent Portal Account.
2. On the left scroll click on the **Forms** option
3. At various times throughout the school year, you may be asked to complete a form or survey either for the school, school district or from SCDE. Participation in these surveys and completion of the forms will help us collect data and may possibly drive funding for your child's school. We respectfully ask that you complete any requested form or survey

### Paying fees online through e-Funds:

All options listed will direct you to a new page where you will either log in or create your e-Funds account. To create an e-Funds account you will need your child's student number from PowerSchool. For your convenience, this is provided on your SnapCode letter.

1. There will be a clickable link embedded within your child's Online Enrollment form
2. There is an e-Funds link posted on the District and school websites within the Parent tab.
3. There will be an e-Funds link within your Parent Portal account on the left scroll bar.



# PowerSchool Parent Portal

Follow these steps to create your PowerSchool Parent Portal Account.

**1** Check your mail or email for your student's **Access ID** and **Access Password**



**2** Log into

[ps.edgfield.k12.sc.us/public](https://ps.edgfield.k12.sc.us/public)

**3** Click on **Create an account**

**4** Fill in **Create Parent Account**

**5** **SUCCESS**

Verify your email address and you are ready to sign in

\*Check your SPAM folder just in case you don't see the email.