

Directions for Creating a Parent/Guardian Single Sign-on Account

PARENTS MUST CREATE AN ACCOUNT BEFORE LOGGING IN. If you already have an account please see page 2 for directions on adding another student to your account.

To create a new parent/guardian login for single sign-on access click the create account button.

Create an Account

Create a parent/guardian account that allows you to view all of your students with one login account. You can also manage your account preferences. [Learn more.](#)

There are two parts to creating the account. Under the Create Parent/Guardian Account this is your information. Username and password is something that you will remember and use to access your child's grades.

Create Parent/Guardian Account

First Name	<input type="text" value="John"/>
Last Name	<input type="text" value="Doe"/>
Email	<input type="text" value="jdoe@example.com"/>
Desired User Name	<input type="text" value="jdoe"/>
Password	<input type="password" value="••••••"/> <input type="button" value="Better"/>
Re-enter Password	<input type="password" value="••••••"/>

The Link Students to Account is where you are going to add your child's or children's account info. The Access ID and Access Password are the Parent/Guardian Username and Password that was mailed to you.

These are case sensitive and must be entered exactly as shown on the letter.

PowerSchool is available from <https://gradebook.milforded.org>

Parent/Guardian username is:

Parent/Guardian password is:

Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent/Guardian Account

Student Name	Access ID	Access Password	Relationship
1. John Doe Jr	Joh999999	••••••	Father, natural/adoptive
2. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose
3. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose
4. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose
5. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose
6. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose
7. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose

Once your account is setup login with your new username and password

Login

User Name

Password

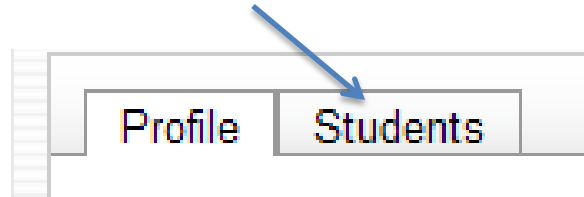
[Having trouble logging in?](#)

Directions for Creating a Parent/Guardian Single Sign-on Account

To add another student to your account once you are logged in click on Account Preferences on the right hand side



Select the Students tab



Click the Add + button



Enter the Access ID and Access Password provided in the letter

PowerSchool is available from
<https://gradebook.milforded.org>
Parent/Guardian username is:

Parent/Guardian password is:

Add Student

Student Name	Access ID	Access Password	Relationship
<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose v

? Cancel Submit

Click Submit

You will now be able to select the other student

