

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

### PARENTS MUST CREATE AN ACCOUNT BEFORE LOGGING IN.

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="checkbox"/> 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.			-- Choose
3.			-- Choose
4.			-- Choose
5.			-- Choose
6.			-- Choose
7.			-- Choose

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

**Login**

User Name

Password

[Having trouble logging in?](#)