

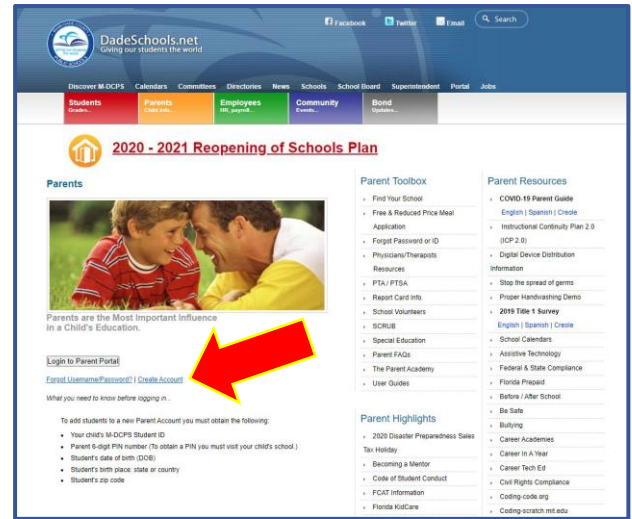
PARENT PORTAL REGISTRATION GUIDE



Creating your Parent Portal account

1. Go to www.dadeschools.net and Click on the Parents Tab

2. Click the [Create Account](#) link



3. Review the M-DCPS Acceptable Use Policy, then select "I agree" from the options below, then click Next.



PARENT PORTAL REGISTRATION GUIDE



Creating your Parent Portal account (Continued)

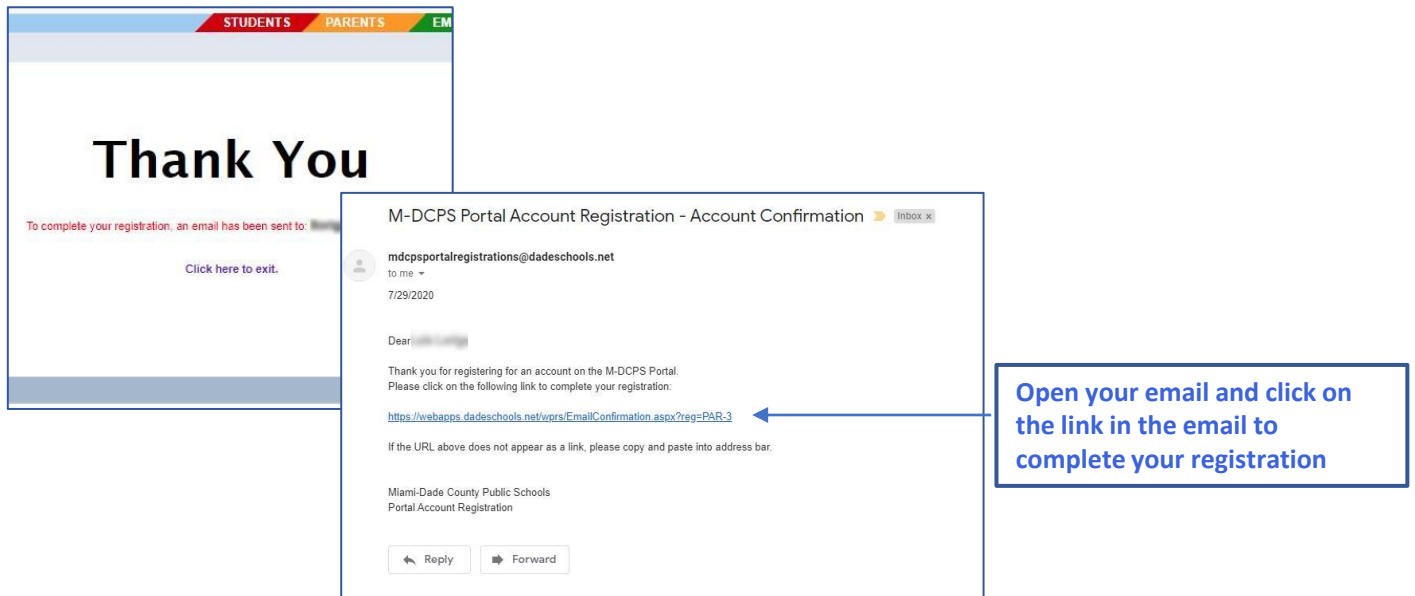
4. Enter your information to complete your registration

The screenshot shows the 'Parent Portal Account Registration System' form. It includes a navigation bar with 'STUDENTS', 'PARENTS', 'EMPLOYEES', and 'COMMUNITY'. A warning box for 'School Volunteers' is at the top. The form asks for the following information:

- 1** Parent First Name, Parent Middle Name (optional), and Parent Last Name. **Enter your First and Last Name**
- 2** Create parent account password (must be exactly 8 characters) and Re-enter password. **Create your Password (Must be exactly 8 characters in length)**
- 3** Email (ex: myemail@dadeschools.net) and Re-enter Email. **Enter your Email Address**
- 4** A CAPTCHA image showing the code 'CLMG' and a text input field. **Type the Code from the Image shown in the field below**

At the bottom of the form is a 'Register' button. **Click Register**

5. Your registration is submitted and a confirmation Email will be sent to the Email address that you provided during the registration process



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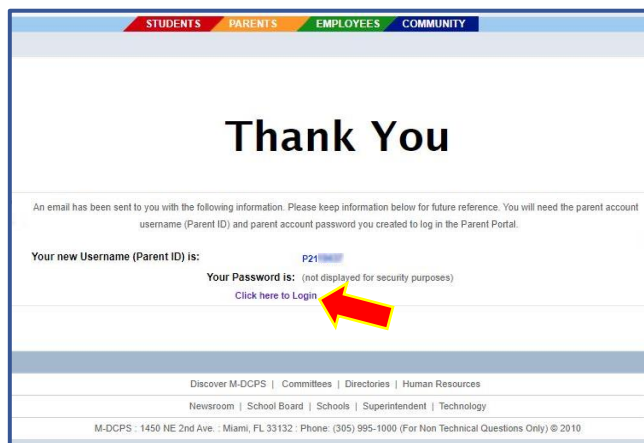


Creating your Parent Portal account (Continued)

6. The system will create your Parent Account, This will take a few Minutes



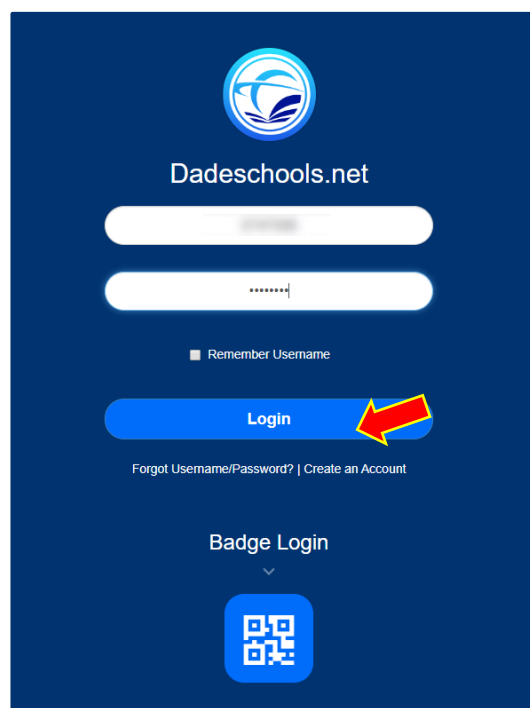
7. When complete, you will receive a Thank you message with your Parent Portal ID (write the ID# for your records) and a link to login. Click the link to Login



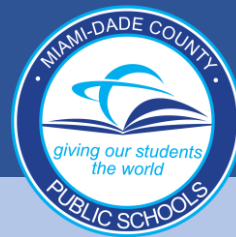
8. Click the Login to Parent Portal button.



9. Enter your new Parent Portal ID and the password you created, then click the Login Button

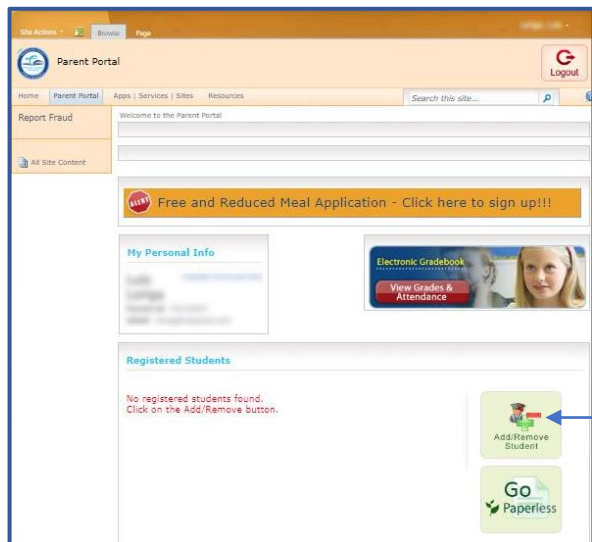


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Creating your Parent Portal account (Continued)

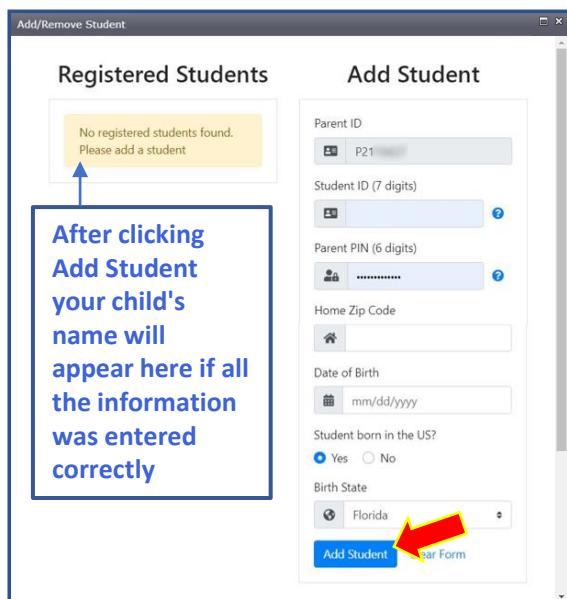
10. You have now accessed your Parent Portal



Click here to add your child to your Parent Account. This can be done 24 hours after completing your registration.

You will also need to obtain the Parent Pin from your child's school in order to link your child's account to your parent account

11. Enter all of your child's information, including the Parent PIN provided to you by your child's school, then click Add Student



After clicking Add Student your child's name will appear here if all the information was entered correctly

Click on the X to close this window after you are done

These steps can also be followed to add your child with the Dadeschools Mobile App

