

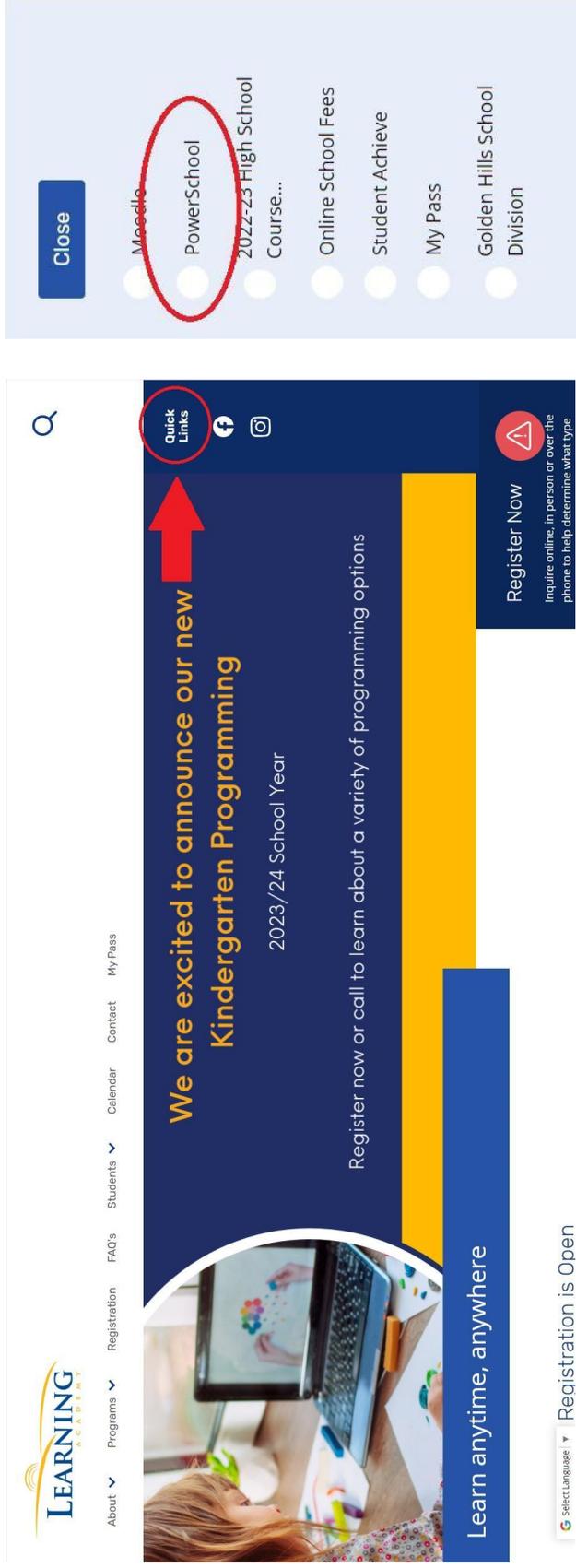
How to Create a PowerSchool Parent Portal Account.

If you are a student in the Golden Hills School Division you do not need to create an account. Please use your network username and password to access your information.

You must be on a desktop to create your account, you can not create a new account from the mobile app.

Accessing Golden Hills PowerSchool

You can access the PowerSchool login screen through the following link <https://sis.ghsd75.ca/public/> or by the PowerSchool link on our [schools website](#).



Select Language | Registration is Open

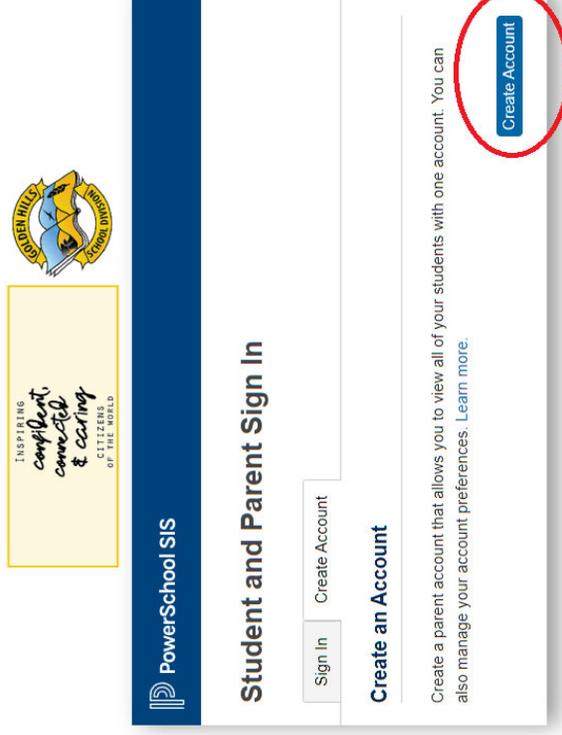
Sign In/ Create Account Page

You will be taken to the PowerSchool login page. Here you can create an account by selecting the **Create Account** tab, or sign in if you have already created an account.



Selecting Create Account Tab

Once here, select **Create Account**.





Creating Parent Account

1. Enter your first name.
2. Enter your last name.
3. Enter the email address you will use for the School to contact you.
4. Re-enter your email address.
5. Create a desired username.
6. Enter a password that meets the requirements.
*this will show a barred indicator as to how strong the password you have created is.
7. Re-enter your password.
8. Enter your students legal name (first and then last name).
9. Enter the School ID Number. This is NOT their ASN (Alberta Student Number). You can contact the school to receive this.
10. Enter your students date of birth in the format -month day year.
11. Finally indicate your relationship to the student.

If you have more than one child attending a school in Golden Hills, begin again at step 8 entering additional students information.

Create Parent Account

Parent Account Details

First Name	<input type="text"/>	1
Last Name	<input type="text"/>	2
Email	<input type="text"/>	3
Re-enter Email	<input type="text"/>	4
Desired Username	<input type="text"/>	5
Password	<input type="password"/>	6 *
Re-enter Password	<input type="password"/>	7

Password must:

- Be at least 8 characters long
- Contain at least one uppercase and one lowercase letter
- Contain at least one letter and one number
- Contain at least one special character
- Not be a well known password

Link Students to Account

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

<input type="text"/>	1	
Student Legal Name (First Last)	<input type="text"/>	8
School ID Number	<input type="text"/>	9
Student DOB (mdyyyy)	<input type="text"/>	10
Relationship	-- Choose	11 ▾



PowerSchool Mobile App

Once your PowerSchool Parent Portal account is created you will be able to sign into the mobile app.



Golden Hills District Code:

CSJS

Logging In:

The mobile app will require you to enter a
District Code to sign in.

CSJS

Enter the **Username and Password** you
previously created.

You're all set!