

CLINTON TOWNSHIP SCHOOLS

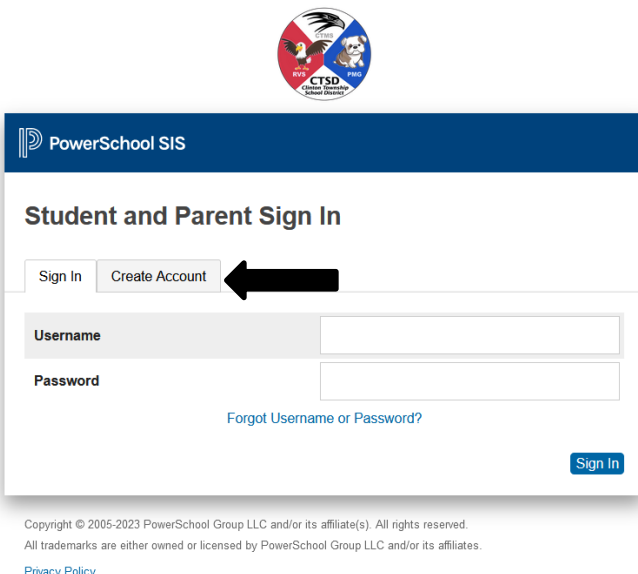
PowerSchool Parent Users Guide 2023-2024

Please read this important information so you can access your student's PowerSchool information. You have the ability to create an account that will allow you to access all your students from a single login. Each parent will also be able to create their own username and password.

***The Single Sign-On is for Parents/Guardians only. It will not change the student login and password process.**

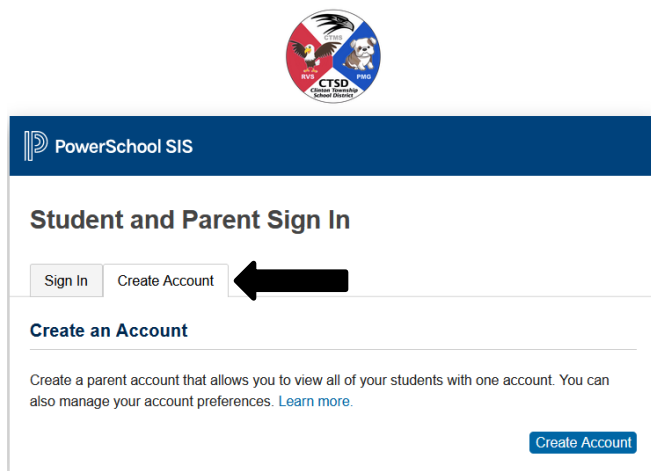
Creating your Account

- Go to the [Clinton Township School District Parent Portal](https://ctsd.powerschool.com/public/home.html) page <https://ctsd.powerschool.com/public/home.html>
- The following screen appears.
- Click the **Create Account** button.



The screenshot shows the PowerSchool SIS login page. At the top is the PowerSchool SIS logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". A black arrow points to the "Create Account" button. Below the buttons are two input fields: "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is at the bottom right. At the bottom of the page, there is a copyright notice: "Copyright © 2005-2023 PowerSchool Group LLC and/or its affiliate(s). All rights reserved. All trademarks are either owned or licensed by PowerSchool Group LLC and/or its affiliates." and a link to "Privacy Policy".

Click the **Create Account** button on the bottom of the screen.



The screenshot shows the PowerSchool SIS login page. At the top is the PowerSchool SIS logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". A black arrow points to the "Create Account" button. Below the buttons is the heading "Create an Account". Underneath, there is a paragraph: "Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)" A "Create Account" button is at the bottom right.



Parent Account Details

- Enter your First Name.
- Enter your Last Name.
- Enter your Email address.
- Enter a Username you will use to log into your account.
- Enter a Password. (No apostrophes and it must be at least eight characters)

Link Students to Account

- Enter the Student Name, (first and last) Access ID and Access *parenthelp@ctsdnj.org* if you do not have the Access ID and Password.
- Select your relationship to the student.
- Click **Enter** at the bottom of the window when completed.
- You will receive this message below.

PowerSchool SIS

Create Parent Account

Parent Account Details

First Name

Last Name

Email

Re-enter Email

Desired Username

Password

Re-enter Password

Password must: •Be at least 8 characters long •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

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Student Name

Access ID

Access Password

PowerSchool SIS

Student and Parent Sign In

Sign In Create Account

✓ Congratulations! Your new PowerSchool account has been created. Check your email for a link to verify your account.

Username

Password

[Forgot Username or Password?](#)

Sign In