How to Create Your Parent Account

-- Create a new account by following these steps:

1. Go to https://powerschool.ccsdut.org/public/home.html

2. Click on the button labeled "Create Account", you will then be prompted to click “create account" again on the next screen.

3 - You will then come to the Create Parent account screen.

Relationship refers to your relationship to the student
3. Enter the parent/guardian account information. Each account must have a unique email address and user name.

4. Create a password of your choosing.

5. **You must** have an **Access ID and Access Password** for each student you want to add to your account. (Contact your child's school if you don't know your students Access ID and/or password)

   --Relationship refers to your relationship to the student.

6. Take note of the **User Name and Password** that you have just created, because you will need them to log in to the PowerSchool portal once you click on "Enter".

### Written False Statement - Title 76 Chapter 8 Part 5 Section 504

- A person is guilty of a class B misdemeanor if:
  - He makes a written false statement which he does not believe to be true on or pursuant to a form bearing a notification authorized by law to the effect that false statements made therein are punishable; or
  - With intent to deceive a public servant in the performance of his official function, he:
    - Makes any written false statement which he does not believe to be true; or
    - Knowingly creates a false impression in a written application for any pecuniary or other benefit by omitting information necessary to prevent statements therein from being misleading; or
    - Submits or invites reliance on any writing which he knows to be lacking in authenticity; or
    - Submits or invites reliance on any sample, specimen, map, boundary mark, or other object which he knows to be false.
  - No person shall be guilty under this section if he retracts the falsification before it becomes manifest that the falsification was or would be exposed.

### Once you have created a Powerschool parent account you will follow the instructions below to accept the AUP for the School District.

1- Double check that you see your child’s name under the Powerschool logo to make sure you linked them correctly to your parent account.

2- On the left hand side, under the navigation heading find and click on the Ecollect Forms heading.
3- Once you click on Ecollect Forms you will then select CCSD Update 4 – Acceptable Use Policy

<table>
<thead>
<tr>
<th>Status</th>
<th>Form Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Empty</td>
<td>CCSD Update 1 - Contact Information</td>
</tr>
<tr>
<td>Empty</td>
<td>CCSD Update 2 - Student and Parent Addresses</td>
</tr>
<tr>
<td>Empty</td>
<td>CCSD Update 3 - Emergency Contacts</td>
</tr>
<tr>
<td>Submitted</td>
<td>CCSD Update 4 - Acceptable Use Policy</td>
</tr>
<tr>
<td>Empty</td>
<td>CCSD Update 5 - Parent Releases and Authorization</td>
</tr>
</tbody>
</table>

4- Read the AUP policy and either approve or not approve at the bottom of the page, enter your name in the signature box, and select the date from the calendar, then submit the form.