

PLEASE LOG IN TO PARENT PORTAL AND CORRECT YOUR STUDENT(S) CONTACT AND EMERGENCY INFORMATION BEFORE THE FIRST DAY OF SCHOOL

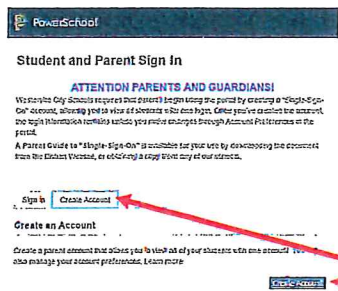
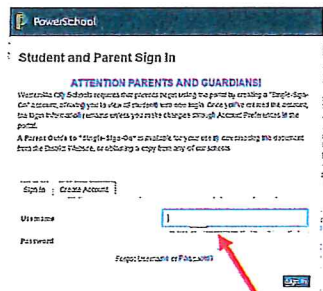


STEP 1

Go to the Westerville City Schools main website (wcsoh.org) and click on "PowerSchool"



STEP 2—Click on "Parent Portal—Parent & Student"



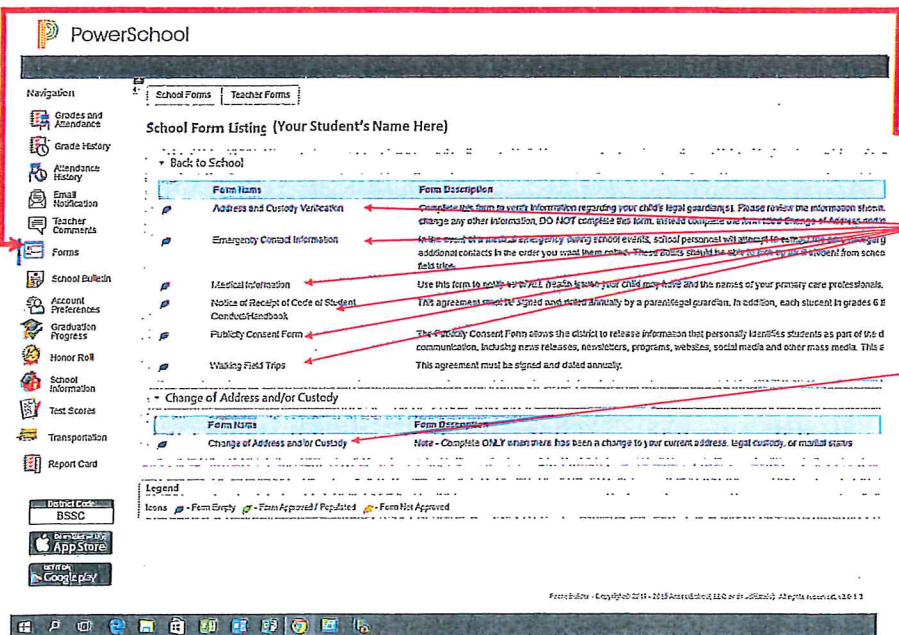
PowerSchool
8:51 AM on 8/13 AM.
PowerSchool once again is available for use—thank you for your patience!
E-6:50 07:50 am.
PowerSchool is temporarily unavailable. We apologize for any inconvenience. We are working to resolve the matter as soon as possible.
IMPORTANT!
As you begin to access PowerSchool for information about the 2016-17 school year, you may see for already may have seen draft schedule information and teacher assignments through the PowerSchool app. Please know that this information is subject to significant change as our students and administrators work to balance a variety of needs and address any schedule conflicts. Your child's schedule will not be finalized until school begins.
Once we discovered students and families could view these working documents, we blocked access to PowerSchool access until we could learn more about the cause. This situation is the result of a software upgrade completed by our PowerSchool vendor and unfortunately we cannot avoid the display of draft schedules or draft teacher assignments.
We will regain access to PowerSchool by the end of business today (August 13, 2016) but we cannot state strongly enough that any schedule or teacher assignment you may see in the program will not be finalized until school begins.

[Parent Portal \(Parent & Student\)](#) |
 [Parent Teacher Conference](#) |
 [PowerSchool \(Student Sign In\)](#)

- DOCUMENTS**
Eliminating Code of Conduct Information
- [Parent Guide](#)
Understanding the disciplinary code is an essential part of your child's education.
 - [Grade 3 Achievement Form](#)
Grade 3 Achievement Form
 - [Grade 4 Achievement Form](#)
Grade 4 Achievement Form
 - [Grade 5 Achievement Form](#)
Grade 5 Achievement Form
 - [Grade 6 Achievement Form](#)
Grade 6 Achievement Form
 - [Grade 7 Achievement Form](#)
Grade 7 Achievement Form
 - [Grade 8 Achievement Form](#)
Grade 8 Achievement Form
 - [Grade 9 Achievement Form](#)
Grade 9 Achievement Form
 - [Grade 10 Achievement Form](#)
Grade 10 Achievement Form
 - [Grade 11 Achievement Form](#)
Grade 11 Achievement Form
 - [Grade 12 Achievement Form](#)
Grade 12 Achievement Form
 - [New to Westerville Achievement Form](#)
New to Westerville Achievement Form
 - [Parent Guide to Single Sign-On](#)
Parent Guide to Single Sign-On
 - [Parent Portal User Guide](#)
Parent Portal User Guide

STEP 3

If you already created an account—Log in with your username and password. If you have no account—Click on the "Create Account" tab, click on "Create Account" and follow the steps using the access ID and password provided to you by your school.



STEP 4

Click on "Forms" on the left side of the screen.

Click on each of the 6 forms, and complete/correct all 6 forms.

If you have a change of address, custody, marital status, or home phone number, be sure to click on and complete the "Change of Address and/or Custody" form at the bottom of the page.