**Student Information Update Using Parent Portal**

**Step 1:** Go to the Parent Portal Login Screen and login to your account.

**Step 2:** Once you login, click on the icon at the top left of your screen.

**Step 3:** Choose MORE from the list of options.

**Step 4:** Select Online Registration from the list of options.

**Step 5:** Select the following:

- [Click here to go to Existing Student Registration](#

**Step 6:** On the following page, a list of all students associated with your portal account will be listed. You may update information in the following areas for these students:

- Household Information
- Parent/Guardian Information
- Emergency Contact Information
- Student Information

To update information for the upcoming school year 2020-21, click [Begin Registration](#).

After you finish reviewing all sections your screen should look like this:

**Step 7:** Click the Submit button when you are satisfied with changes.