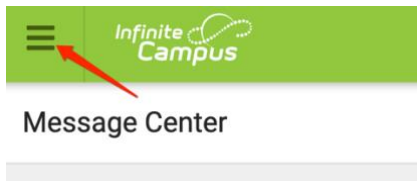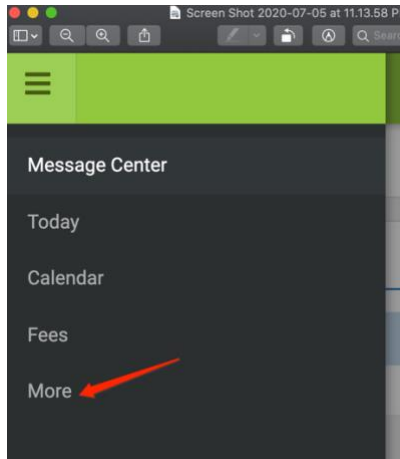# Student Information Update Using Parent Portal

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.

Message Center

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.