

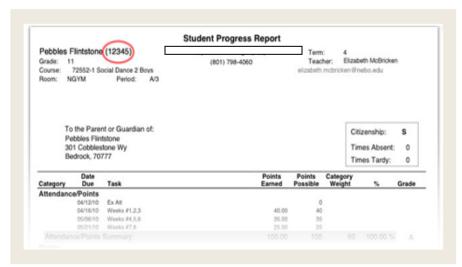
## Create a Parent Account in SIS2000+

## Locate at least one student ID:

Creating a new SIS2000+ username and password requires you to input the Student ID of one of your students.

You can find a Student ID in the following places: (may be referred to as Student Number)

- Reports
  - Report Card
  - Transcript
  - · Progress Report
- · Ask Your Student
  - Student Body Card
  - · Lunch Number
  - Computer Login
- · Call the School



## **PARENT AND STUDENT Contact Information**

- Please Update Student Contact Information when changes occur
- Verify, prior to registration each year, that Student Contact
   Information is correct



SIS 2000+

## **Create a Parent Account**

In order to use SIS2000+, you must first create a Parent Account. See video for additional information.

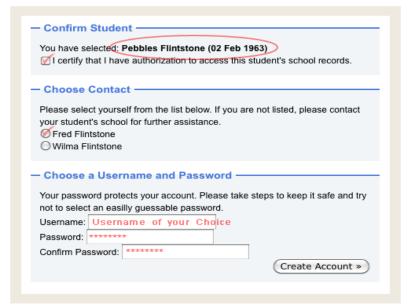
- 1. From the SIS Login Page
- 2. Click "request a username"



- Enter both the <u>Student ID</u> and Birth date of one of your students
   Date of Birth: MM/DD/YYYY
- 4. Click "Lookup Student"



- Confirm you have selected the correct student
- Check box to certify your authorization
- 7. Select the Contact for which you are creating the account
- 8. Choose a Username
  Username must be unique
- Choose a Password, Type it again to confirm it.
   Password must be at least 8 characters long, and contain at least 1 letter, and at least 1 number.
- 10. Click "Create Account"



 Now log in using the Username and Password you just created.

