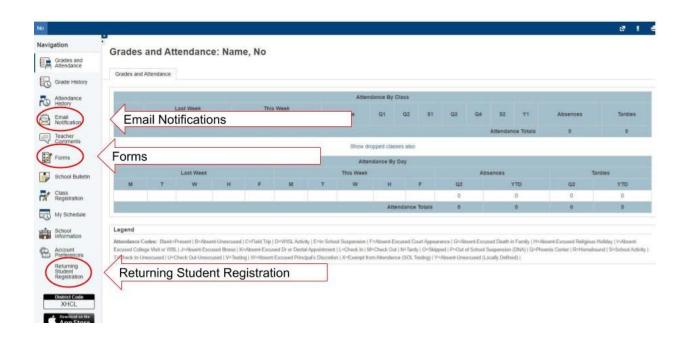
Register online for a **Parent Portal** account (you can get this information from the front office at your school)

Once you have registered you will receive an email to verify and you must click on that link then you can login with your credentials.

Go to: Parent Portal



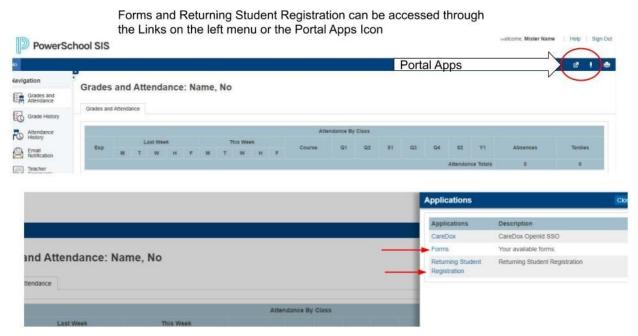


Email Notifications
Returning Student Registration
Forms

Under "**Email Notification**" you can select the information you would like to receive such as grades and attendance and then enter an email or emails to have it sent to. Under Frequency you can select how often you would like to receive the emails and we recommend choosing to receive those weekly.

Email Notifications: Name, No

Contact Information	
Account Email	email@email.org
What Information Would You Like to Receive?	
Summary of Current Grades and Attendance	
Detail Report Showing Assignment Scores for Each Class	
Detail Report of Attendance	
School Announcements	
Balance Alert (Note: will only be sent when student is low on funds)	
Additional Notification Emails	
Email Address(es)	(Separate multiple email addresses with commas)
Frequency	
How Often?	Never
Apply These Settings to All Your Students?	
Send Now For No?	0
	Sub



All paperwork is completed through this portal. To take care of it you will select "**Returning Student Registration**" on the left and then fill out the information. To get to this information you will need to verify the date of birth.

Once you are in you have to go through the information required which includes:

Student, Family, Emergency, Technology Agreements, Code of Conduct, Directory, Miscellaneous Consent and then signature. Required fields are marked with a red asterisk.

When that is completed and submitted you must complete other forms and those will be listed under the "Forms" tab. School handbook, MCPS Free and Reduced Lunch application acknowledgement, MCPS Health information (this one is essential to complete) are all listed here. To complete the health form please have the Dr and Dentist information available.

Once you have completed this you will receive a message that states: Thank you! You have completed enrollment for your student. If you have other students you will need to complete the forms for each one.

To receive information from **Google Classroom** please contact your child's teachers to be added to a weekly email.

If you have any questions please contact your school office.