

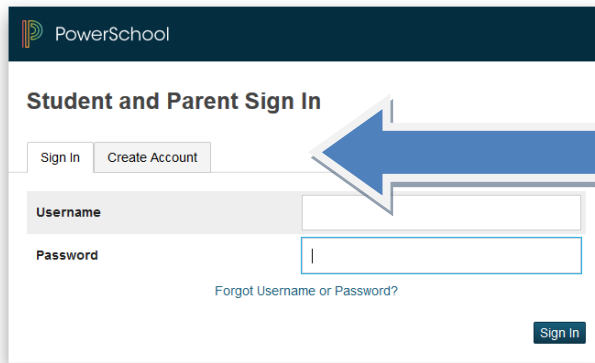
PowerSchool Registration Family Access

In order to ensure that families are properly accessing PowerSchool Registration from the Parent Portal, we have put together a workflow that should provide a base line of steps needed in order to access and successfully submit a registration form.

We recommend using Google Chrome or Firefox as your browser as Internet Explorer has some “bugs” and may not work how it should. Go to <https://mancosre6.powerschool.com/public/home.html>

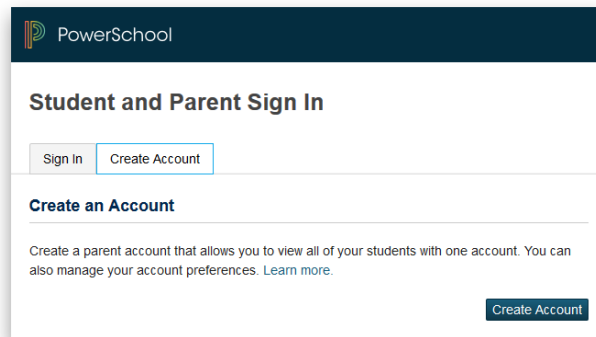
The first step that needs to be taken when accessing PowerSchool Registration is to create an account with the PowerSchool Parent Portal log in information. Click on “Create Account”.

****If you have already created an account, login as usual and jump to page 3.****



The screenshot shows the PowerSchool login page. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". A large blue arrow points from the "Create Account" button towards the left. Below the buttons are input fields for "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is at the bottom right.

Click on “Create Account again”.



The screenshot shows the PowerSchool login page. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". The "Create Account" button is highlighted with a blue border. Below the buttons is the heading "Create an Account". A paragraph of text follows: "Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)" A "Create Account" button is at the bottom right.



Fill in the information to create your account

Right down the new username here:

Right down the new password here:

Using the attached letter with the access id's and passwords, start linking your child(ren). Use the correct spelling of the student's name (first last) as it appears on the letter.

No nicknames, abbreviations, etc.

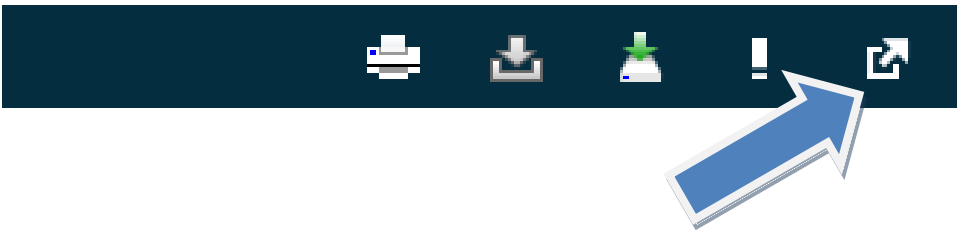
****This is case sensitive****

Note: The relationship is what you are to the student – their mom, dad, guardian, etc.

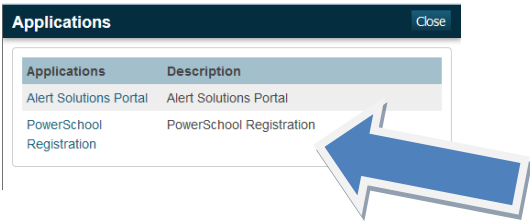
After all students are linked, hit "Enter" at the bottom.



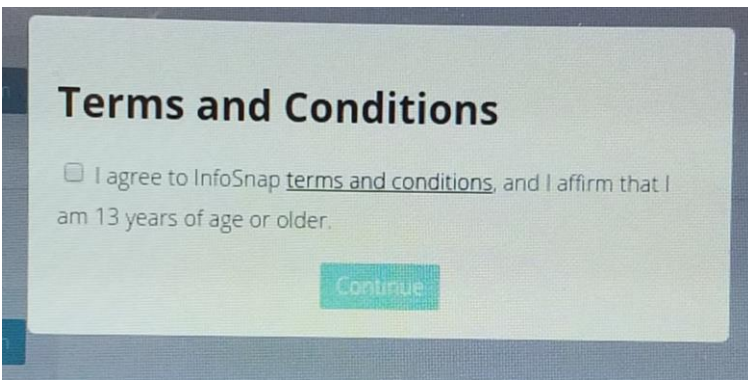
Congratulations! You did it. Now login with the newly created username and password.



Once logged in, families will be able to click on the "Applications" Icon in the top right hand corner of the Parent Portal. This will then take you to the PowerSchool Registration page.

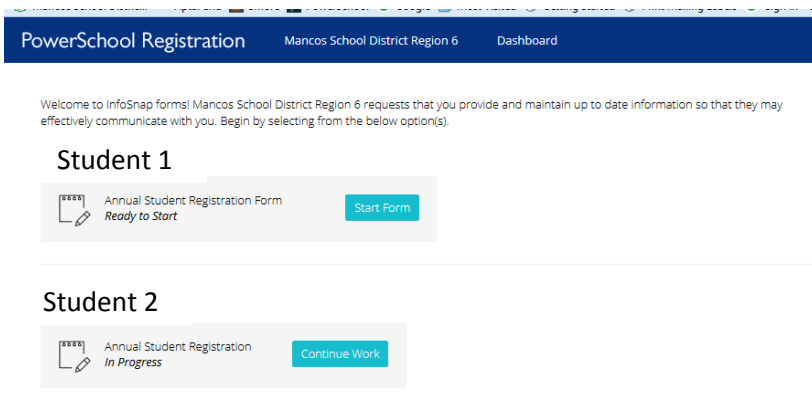


Click on Powerschool Registration.



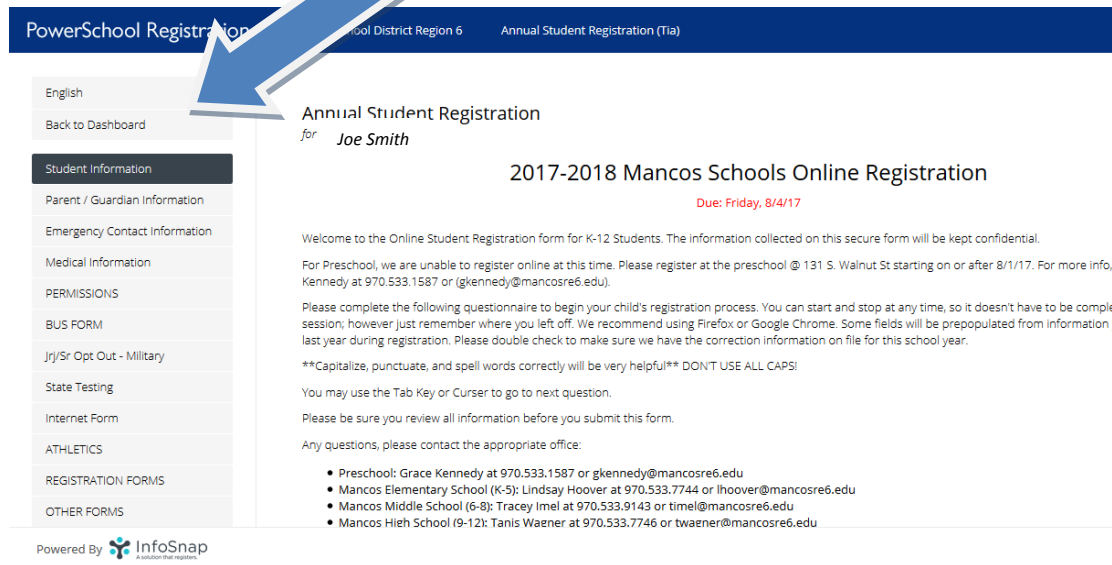
Click on Terms and conditions box and continue.

Once families have selected the PowerSchool Registration icon, you will be taken to a page to select the registration you would like to access. This page will display the appropriate form for the family, depending on whether the student is New or Existing. If you have more than one student, they should all be linked and will be able to see all of them.



Once you are done with each student, click on Dashboard and you will be able to go back to the main menu to see all the students.

After selecting “Start Form”, families will be directed to the form that needs to be completed. They should then fill out all required information within the form, as well as any other applicable information. Once the family has completed the form, they should scroll to the bottom of the screen and select the “Submit Form” option. After this process is complete, families should be directed to log out of their Parent Portal account in order to ensure their information remains secure.



PowerSchool Registration | School District Region 6 | Annual Student Registration (Tia)

English
Back to Dashboard

Student Information
Parent / Guardian Information
Emergency Contact Information
Medical Information
PERMISSIONS
BUS FORM
Jr/Sr Opt Out - Military
State Testing
Internet Form
ATHLETICS
REGISTRATION FORMS
OTHER FORMS

Annual Student Registration

for **Joe Smith**

2017-2018 Mancos Schools Online Registration

Due: Friday, 8/4/17

Welcome to the Online Student Registration form for K-12 Students. The information collected on this secure form will be kept confidential.

For Preschool, we are unable to register online at this time. Please register at the preschool @ 131 S. Walnut St starting on or after 8/1/17. For more info, cc Kennedy at 970.533.1587 or (gkennedy@mancosre6.edu).

Please complete the following questionnaire to begin your child's registration process. You can start and stop at any time, so it doesn't have to be complete session, however just remember where you left off. We recommend using Firefox or Google Chrome. Some fields will be prepopulated from information you last year during registration. Please double check to make sure we have the correction information on file for this school year.


****Capitalize, punctuate, and spell words correctly will be very helpful** DONT USE ALL CAPS!**

You may use the Tab Key or Curser to go to next question.

Please be sure you review all information before you submit this form.

Any questions, please contact the appropriate office:

- Preschool: Grace Kennedy at 970.533.1587 or gkennedy@mancosre6.edu
- Mancos Elementary School (K-5): Lindsay Hoover at 970.533.7744 or lhoover@mancosre6.edu
- Mancos Middle School (6-8): Tracey Imel at 970.533.9143 or timel@mancosre6.edu
- Mancos High School (9-12): Tanis Waener at 970.533.7746 or twaener@mancosre6.edu

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Submit

You are almost finished!

Important: Please make sure you review your entire form before you submit. Once you submit the form, you will not be able to make changes.

Submit Form

