

# Parent & Family Portal

The School District of Philadelphia is proud to offer a tool that parents and family members may use to stay connected to their child and their school.

The School District of Philadelphia's Parent & Family Portal gives you access to valuable information about your child's education and school.

Through the Portal, View Your Child's:

-  **ACADEMIC HISTORY**
-  **TEST RESULTS**
-  **ATTENDANCE**
-  **AND MORE!**



**YOU CAN LOG IN ANY TIME FROM ANY COMPUTER, TABLET OR MOBILE PHONE!**

## GET ALERTS VIA



You can receive alerts about important issues that might impact your child (i.e. weather-related school closures, attendance alerts and upcoming events of interest to families).

### How do I sign up for the New Parent & Family Portal and set up my account?

You must have a personal email address to sign up for a Parent & Family Portal account. You can register for a free email account using Gmail, Outlook, Yahoo, or a similar service.

**For more information on how to set up your Parent Portal, flip the page over!**

# Parent & Family Portal: Getting Started

## 1) WHERE DO I START?

Just visit <http://signup.philasd.org> in your web browser, and have your **Confirmation Code** ready.

### WHAT'S A CONFIRMATION CODE?

Confirmation Codes are used by parents or guardians to register. The Confirmation Codes are only needed once and will expire on the first of every month. You can get your Confirmation Code from your student's school or you can register completely online!

## 3) IF YOU DON'T HAVE A CONFIRMATION CODE:

- Click on No, I would like to look up my Confirmation Code.
- Enter the personal information of your student (if you have more than one student, you only need to enter one student's information.)
- Select your name and a current telephone number from your student's record to request the Confirmation Code. The Confirmation Code can be delivered by voice or text message.
- Now that you have your Confirmation Code, click the link to return to Account Registration, and begin the process.

## 2) IF YOU HAVE YOUR CONFIRMATION CODE:

- Click on Yes, take me to Account Registration.
- Enter your Last Name and Confirmation Code. Click Next.
- Enter your email address.
- Confirm your email account by clicking on the link provided in the email message.
- Click on the web link inside the email message to complete your registration.
- After you confirm registration, you will set up your "Security Settings." Select a password and provide answers to three security questions.
- Log in to your new account with your email address and new password.

### WE'RE HERE TO HELP!

**CALL US!**  
(215) 400-4000

**EMAIL US!**  
[ask@philasd.org](mailto:ask@philasd.org)

**VISIT US!**  
[philasd.org/pfportal](http://philasd.org/pfportal)

