**CREATING A PARENT PORTAL LOGIN**

1. **Access the Parent Portal site**[**https://ps.wcs.misd.net**](https://ps.wcs.misd.net) **or wcskids.net (under Parents/Students)**
2. **Click on First-Time Login Directions (English and Arabic directions available)**
3. **Click on Create Account tab, then click on Create Account**





1. **Fill in the Parent and Student information (example on next page). Hit Submit when you are finished entering student(s) information. You will get the following message.**
2. **Check your email (may appear in junk mail) – message will come from** **ParentPortal@wcskids.net** **and may take up to 10 minues to receive. Click on the link to verify your account.**
3. **Sign into your Parent Portal account using the Username/Password used in Step 3.**



Re-Enter Password

Password – Cannot match student or parent name

Unique Username

Re-enter Parent Email Address

Parent Email Address

Parent Last Name

Parent First Name

MUST USE UPPERCASE LETTERS

Your relationship to the student

Sample: XP2TG3

Sample: P123456

First & Last Name