

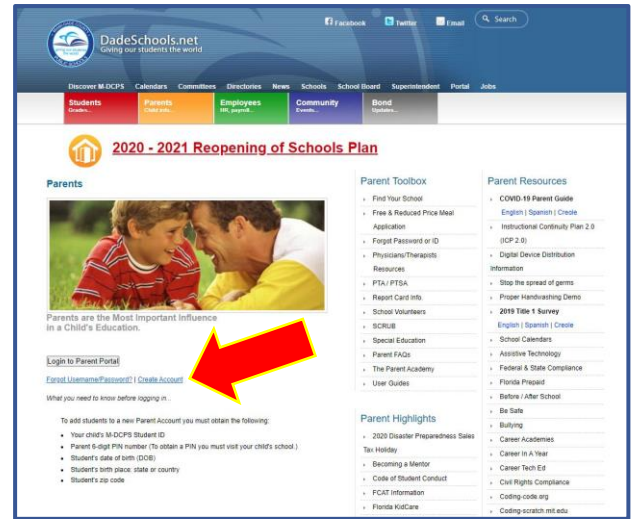
# PARENT PORTAL REGISTRATION GUIDE



## Creating your Parent Portal account

1. Go to [www.dadeschools.net](http://www.dadeschools.net) and Click on the Parents Tab

2. Click the [Create Account](#) link



3. Review the M-DCPS Acceptable Use Policy, then select "I agree" from the options below, then click Next.



# PARENT PORTAL REGISTRATION GUIDE



## Creating your Parent Portal account (Continued)

### 4. Enter your information to complete your registration

The screenshot shows the 'Parent Portal Account Registration System' form. It includes a navigation bar with 'STUDENTS', 'PARENTS', 'EMPLOYEES', and 'COMMUNITY'. A warning box for 'School Volunteers' is at the top. The form asks for: 1. Parent First Name, Middle Name (optional), and Last Name. 2. Create parent account password (8 characters) and re-enter password. 3. Email (e.g., myemail@dadeschools.net) and re-enter email. 4. A security code from a CAPTCHA image showing 'CLMG'. A 'Register' button is at the bottom.

**1** Enter your First and Last Name

**2** Create your Password (Must be exactly 8 characters in length)

**3** Enter your Email Address

**4** Type the Code from the Image shown in the field below

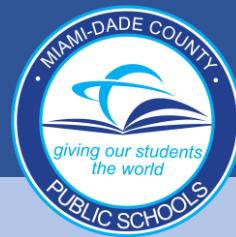
Click Register

### 5. Your registration is submitted and a confirmation Email will be sent to the Email address that you provided during the registration process

The 'Thank You' page shows a message: 'To complete your registration, an email has been sent to: [redacted]. Click here to exit.' The email screenshot is from 'mdcpsportalregistrations@dadeschools.net' dated 7/29/2020. It says: 'Thank you for registering for an account on the M-DCPS Portal. Please click on the following link to complete your registration: <https://webapps.dadeschools.net/wprsfEmailConfirmation.aspx?reg=PAR-3> If the URL above does not appear as a link, please copy and paste into address bar.' The footer of the email says 'Miami-Dade County Public Schools Portal Account Registration'.

Open your email and click on the link in the email to complete your registration

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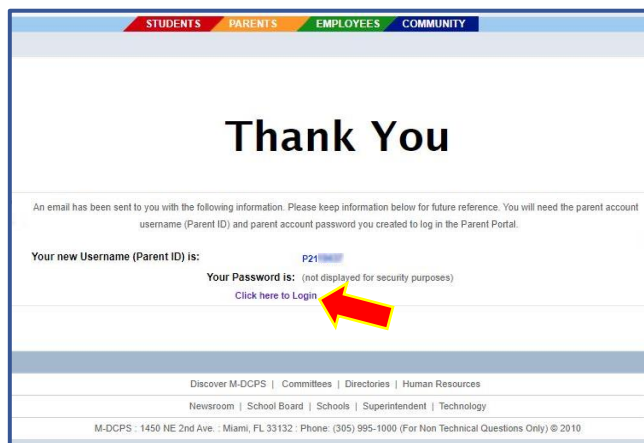


## Creating your Parent Portal account (Continued)

6. The system will create your Parent Account, This will take a few Minutes



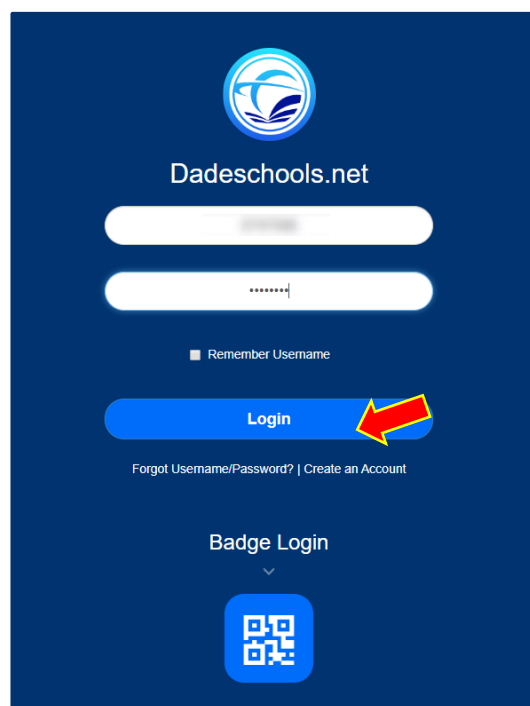
7. When complete, you will receive a Thank you message with your Parent Portal ID (write the ID# for your records) and a link to login. Click the link to Login



8. Click the Login to Parent Portal button.



9. Enter your new Parent Portal ID and the password you created, then click the Login Button

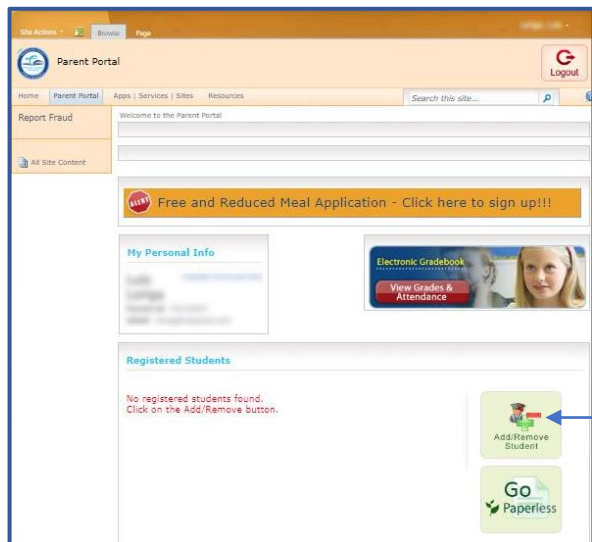


# PARENT PORTAL REGISTRATION GUIDE



## Creating your Parent Portal account (Continued)

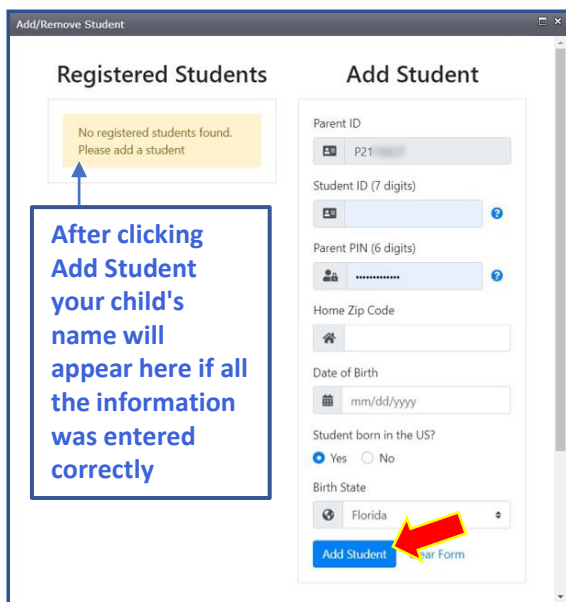
### 10. You have now accessed your Parent Portal



Click here to add your child to your Parent Account. This can be done 24 hours after completing your registration.

You will also need to obtain the Parent Pin from your child's school in order to link your child's account to your parent account

### 11. Enter all of your child's information, including the Parent PIN provided to you by your child's school, then click Add Student



After clicking Add Student your child's name will appear here if all the information was entered correctly

Click on the X to close this window after you are done

These steps can also be followed to add your child with the Dadeschools Mobile App

