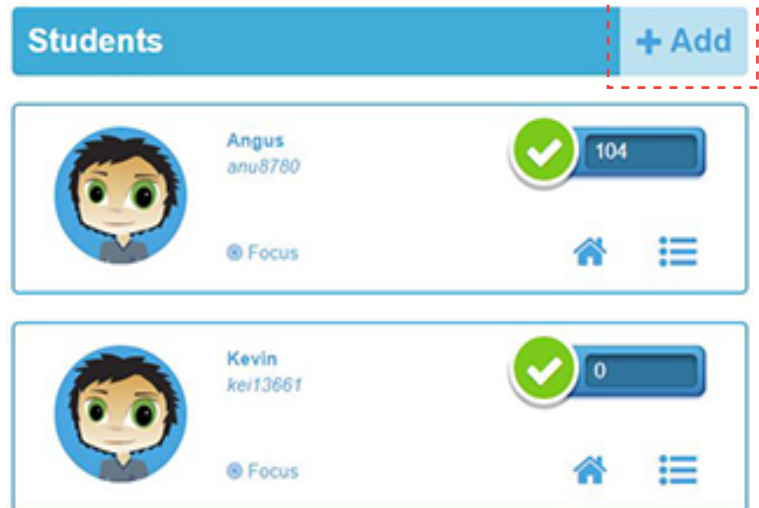


## How to Add students your parent account

### How to ADD students to your parent account:

1. Log into your parent portal.
2. Click on the blue ADD button.



### How to CREATE a new account:

To create a new home account.

1. Enter the student's name and select a grade - *Create Account*.

### How to LINK a school account:

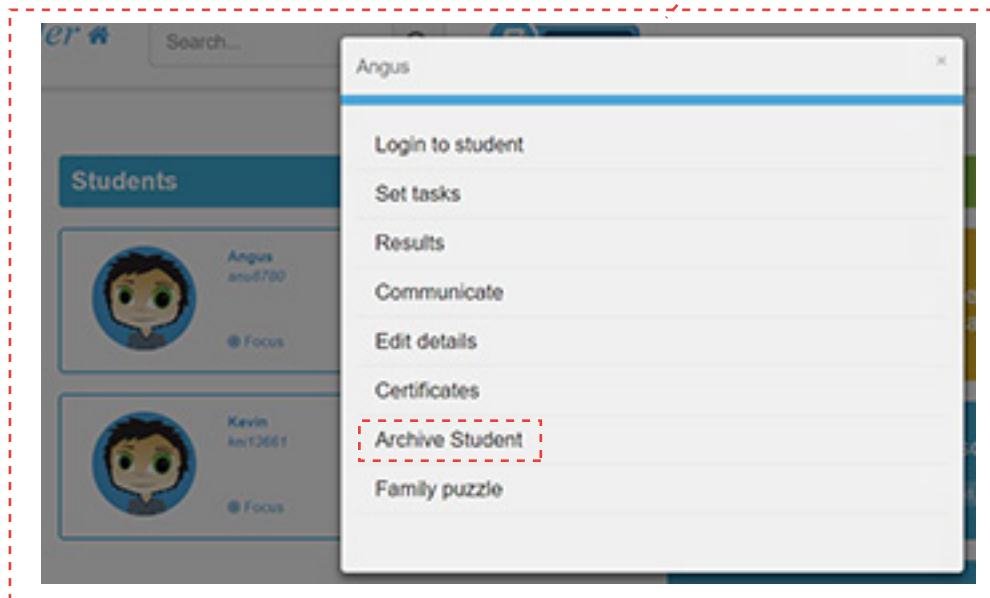
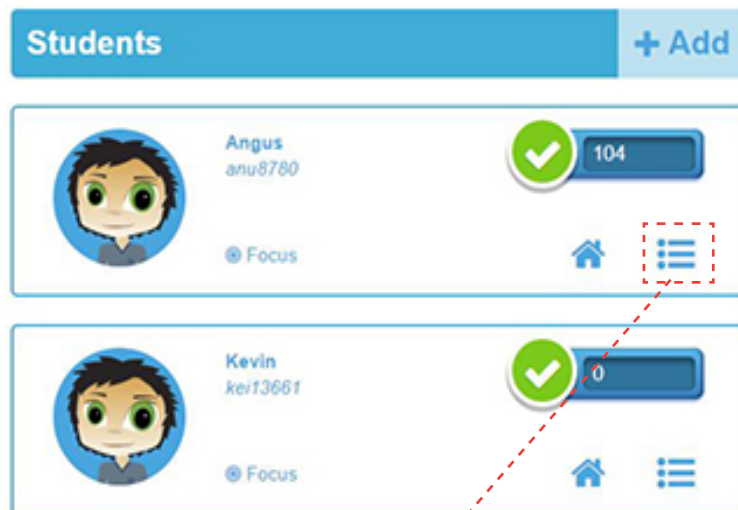
To link a student that has an existing account (usually provided by his/her teacher).

1. Enter the student's school username and password - *Link Account*.

## How to Remove students from your parent account

### How to REMOVE students from your parent account:

1. Log into your parent portal.
2. Click on the menu icon located in the student's detail box.
3. Select ARCHIVE STUDENT.



#### Note:

Archiving a student removes the student from your parent account. Doing so will enable you to then link that student to another parent account if you wish to.