

# QUICK TIPS:



## **Changing your Parent Portal email or password:**

Sign on to your parent portal account and on the top upper right hand corner you need to hover over the "options" link which will produce a drop down menu. There you will find the option to change your email and password.

## **Student information changes can be done through Sept 30, 2016.**

### **Instructions below:**

Log into the Aeries parent portal account and hover the cursor over the "Student Info" tab which will produce a drop down menu from there select "Data Confirmation".

Once on the Data Confirmation page you have the option to return to whatever section of the data confirmation process you want to update.  
(e.g. Student info, contacts, authorizations, etc.)

When changing Authorizations, update the information and then hit save at the bottom of the page.

That's it!

**(If you have multiple students enrolled at the district you will need repeat this process for each student individually)**