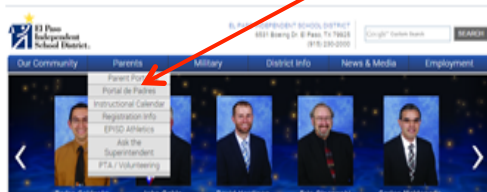


EPISD Parent Portal User Guide

Registration, sign on, password reset

How do I register?

Step 1 www.episd.org > Parents Tab > Parent Portal

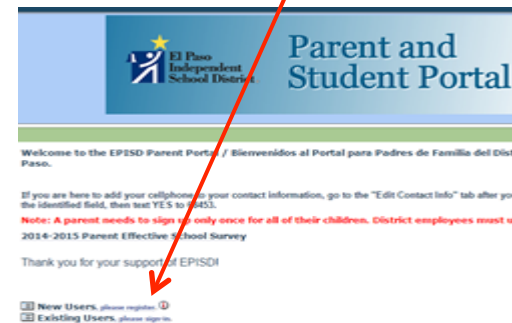


Step 2 Click on the Learn how to register

How do parents register?

1. [Learn how to register](#) (highly recommended for 1st time users!)
2. [Go directly to the portal registration](#)
3. Enter your first and last names
4. Enter your student's ID number
5. Create an ID using an active and complete e-mail address (e.g., myname@mvservice.com).

Step 3 Click on New Users



Step 4 Enter all info & click Submit

New User Registration.jsp

New User Registration

New User Registration

Parent/Guardian First Name *

Parent/Guardian Last Name *

Student Birthdate *

Student ID *

Student SSN or State ID *

User ID: *

Password: *

Retype Password: *

Security Question: *

Security Answer: *

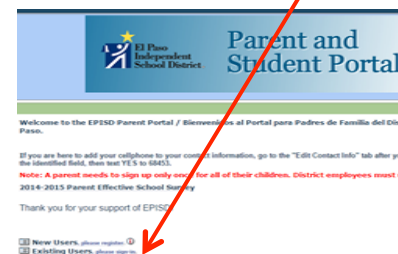
Submit

Step 5 Look for confirmation, click OK



How do I sign on?

Step 1 Click on Existing Users



Step 2 Enter user ID & password, sign on

Sign In

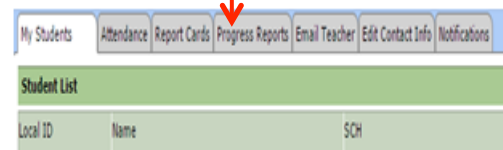
Login

User ID: *

Password: *

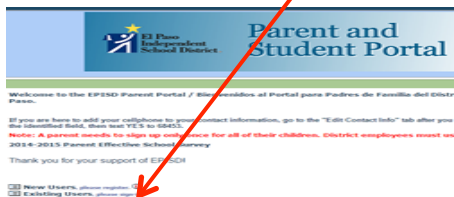
Sign On Forget Password Change Password

Step 3 Note the info tabs



How do I reset my password?

Step 1 Click Existing Users



Step 2 Click on Forgot Password

Sign In

Login

User ID: *

Password: *

Sign On Forget Password Change Password

Step 4 Enter new password & confirm

Change Password

New Password: *

Confirm Password: *

Save

Step 3 Enter security answer

Forgot Password

Parent Self Serve - Forgot Password

User ID: validemail@yahoo.com

Security Question: *

Security Question Answer (case sensitive): * dog

Enter User ID

Submit