

# Adding to an Existing Parent PowerSchool Account

Step 1. Go to [ps.irondistrict.org/public/](https://ps.irondistrict.org/public/) and you'll see a page that looks like this.



Step 2. Put in your *Username* and *Password*.

Step 3. Look off to the left and click on *Account Preferences*. Then click on the tab labeled *Students*.

Step 4. Click on the *Add* button off to the right.

Step 6. Fill in the name of the child you want to add to your account (first name then last name), his/her *Access ID* and *Access Password*. *Relationship* is referring to how you are related to the child (i.e., Mother, Father, Guardian, etc.) Click *OK* and you're finished!

**Add Student** [Close]

**Student Access Information**

**Student Name**

**Access ID**

**Access Password**

**Relationship** -- Choose [Dropdown]

**Cancel** **OK**