



What is the Parent Portal?

The myPolkSchools.net Parent Portal is a new on-line service offered to parents and guardians of Polk County students. The service brings together, into a single web page, information about ALL of a parent/guardian's students. Instead of visiting several different websites, making telephone calls or visiting the school to access records or information, the parent may access them all from any Internet-connected computer. The most important goal of the Parent Portal is to enhance district-to-school-to-home communication as outlined in the Polk County Schools Strategic Plan item 7(1): **"Establish an effective system of communication linking district, school and home."**

What can be found on the Parent Portal at this time?

For elementary students the following can be accessed:

- Attendance
- Blackboard^{new}
- Class Schedule
- Course History
- Daily Grades
- Discipline
- Immunization
- Library^{new}
- Lunch Account
- Report Card Grades

****Grades will not display for S.B.A.R. (Standards Based Achievement Report) students in grades K-2.***

For secondary students the following can be accessed:

- Attendance
- Blackboard^{new}
- Class Schedule
- Course History
- Daily Grades
- Discipline
- Graduation Progress
- Immunization
- Library^{new}
- Lunch Account
- Report Card Grades
- Pinnacle PIV

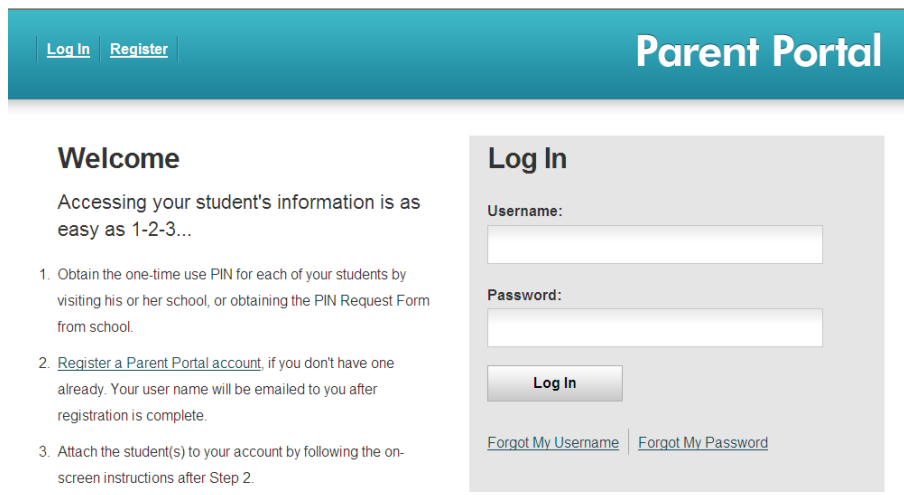
Getting Started with the MyPolkSchools Parent Portal

Accessing your student's information using the Parent Portal is as easy as 1-2-3...

1. Obtain a P.I.N. for each of your students by visiting his or her school, or by obtaining the P.I.N. Request Form from school or at the link below.
2. Create a Parent Portal account, if you don't have one already, at <https://parent.mypolkschools.net>. **Note:** Your user name will be emailed to you after registration is complete.
3. Attach your student(s) to your Polk-ID account by following the on-screen instructions.

[Click here to download the P.I.N. Request Form.](#)

Frequently Asked Questions



The screenshot shows the Parent Portal interface. At the top, there are links for "Log In" and "Register". The main heading is "Parent Portal". Below this, there is a "Welcome" section with the text "Accessing your student's information is as easy as 1-2-3..." and a list of three steps: 1. Obtain the one-time use PIN for each of your students by visiting his or her school, or obtaining the PIN Request Form from school. 2. Register a Parent Portal account, if you don't have one already. Your user name will be emailed to you after registration is complete. 3. Attach the student(s) to your account by following the on-screen instructions after Step 2. To the right of the welcome text is a "Log In" form with fields for "Username:" and "Password:", a "Log In" button, and links for "Forgot My Username" and "Forgot My Password".

Where is it? How do I get there?

Go to <https://parent.mypolkschools.net>

How do I register?

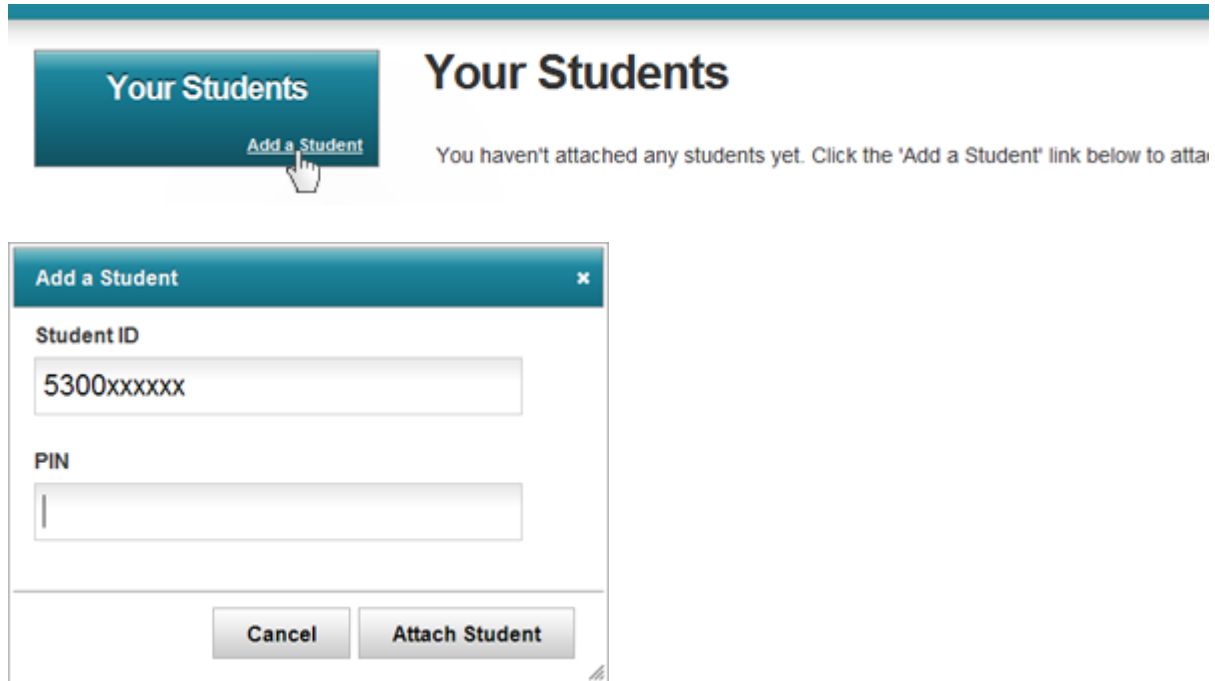
In order to access the Parent Portal you must first register. Please visit the portal and click the "Register" button. Follow the prompts and enter your information, once you've completed the form, click on "Create Account". **If you are a Polk County School Board employee with a "@polk-fl.net" email address, you DO NOT need to register. Use your firstname.lastname username and corresponding password to login.**

I've registered, now what?

Welcome to the Parent Portal. Now, you must attach yourself to each of your students. You should have received one P.I.N. per student from the student's school. This P.I.N. is unique to you and only you. Please **DO NOT** share this P.I.N. with anyone, including your spouse and children. Follow the steps below for each student you wish to attach.

How to Attach Your Students

Click the "Add a Student" link as seen here.



The image shows two parts of the Parent Portal interface. The top part is a header area with a dark blue bar containing the text "Your Students" and a link "Add a Student" with a mouse cursor pointing to it. Below this, the main content area has the heading "Your Students" and a message: "You haven't attached any students yet. Click the 'Add a Student' link below to attach students." The bottom part is a modal dialog box titled "Add a Student" with a close button (x). It contains two input fields: "Student ID" with the text "5300xxxxxx" and "PIN" which is empty. At the bottom of the dialog are two buttons: "Cancel" and "Attach Student".

Enter the Student ID including the 5300 as shown here and the corresponding P.I.N. number for the student you are attaching. Click "**Attach Student**" when you are finished.

Once you have clicked "**Attach Student**," the screen will reload and the student's information will appear. Repeat this process to attach additional students.

Using the Parent Portal

Now that all of your student's are attached, the homepage displays. To view details in a particular category click on the student then click on the category.