



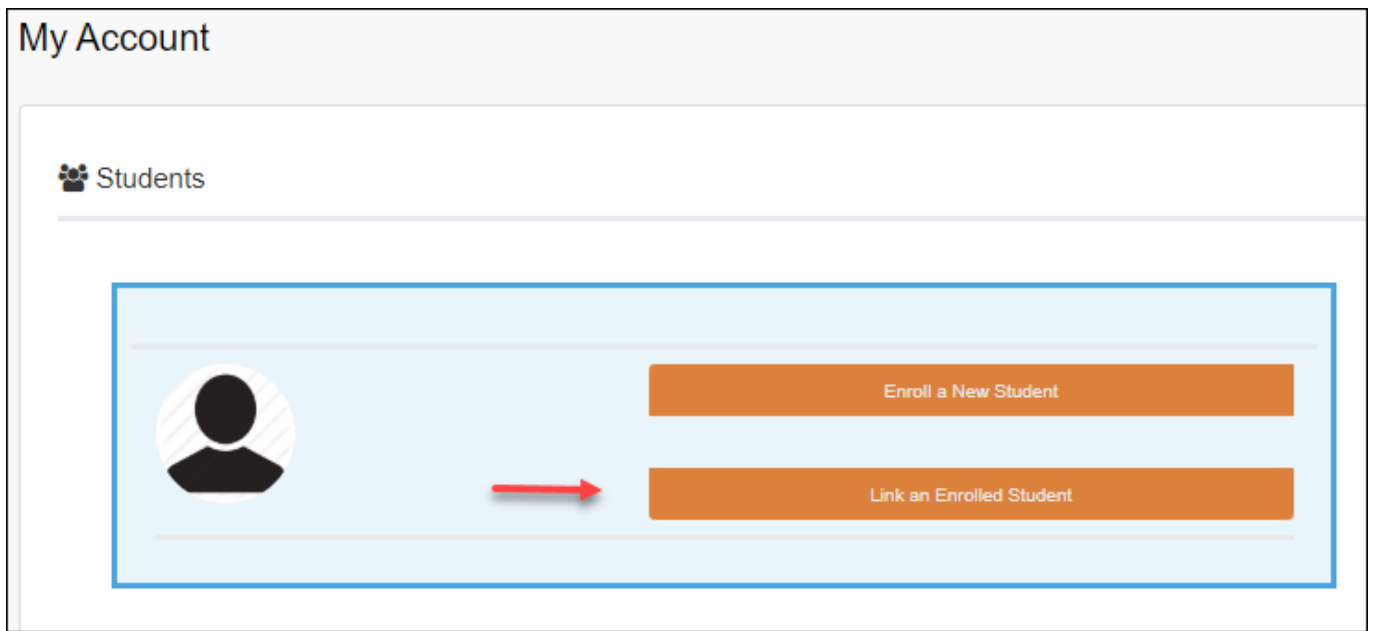
ASCENDER GUIDES



parent_link_enrolled_student

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ASCENDER ParentPortal > My Account



❑ Click **Link an Enrolled Student**.

A pop-up window opens allowing you to add a student to your ParentPortal account.

The screenshot shows a pop-up window titled 'Link an Enrolled Student'. Inside the window, there is a light gray box with the text 'Obtain the ParentPortal ID from the student's campus.' Below this box are two input fields. The first is labeled 'ParentPortal ID:' and has a placeholder 'ParentPortal ID'. The second is labeled 'Birth Date (MM/DD/YYYY):' and has a placeholder 'Birth Date (MM/DD/YYYY)' and an example '(Ex: 03/11/1994)'. At the bottom right of the window are two buttons: 'Cancel' and 'Add'.

Student Portal ID	Type the ParentPortal ID provided by the student's campus. If you do not have this ID, you must contact the campus to get the ID. You cannot add a student without entering a valid ParentPortal ID. The ID is case sensitive and must be entered exactly as it appears (example: qbQgk3qAs2z).
Birth Date	Type the student's complete birth date. The date entered here must match the birth date in the student's record at the campus. You cannot continue without entering the correct birth date.

☐ Click **Add**.

If your student was successfully added to your account, the student's name will appear on the page. You will now be able to access your student's data.



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