



ASCENDER GUIDES



**link\_enrolled\_student**



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☐ Click **Link an Enrolled Student**.

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

<b>Student Portal ID</b>	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).
<b>Birth Date</b>	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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