



Disable Portals

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NOTE: The following are district-level settings that affect all campuses. Coordinate with staff to ensure that this step occurs at the appropriate time once the school year ends. **It is recommended to disable all portals (Teacher, Parent, and Student) within a week or two after the last day of school.**

Disable TeacherPortal

[Grade Reporting > Maintenance > TeacherPortal Options > District > Options](#)

☐ Set **TeacherPortal Use Flag** to *TeacherPortal is disabled*.

Save

OPTIONS

HINT QUESTIONS

ADMINISTRATIVE USERS

STDS-BASED CONV TBL

STDS-BASED GRD STANDARDS

TeacherPortal Use Flag: TeacherPortal is disabled ▼

Photo URL:

Disable ASCENDER ParentPortal

ASCENDER ParentPortal Admin > Admin Settings > District Settings

☐ Set **ParentPortal is active as of** to a future date. The displayed date will indicate when ParentPortal will become active again. “Inactive” will be displayed.

Disable StudentPortal

[Graduation Plan > Maintenance > StudentPortal > Campus Options](#)

☐ Set **Use Graduation Plan** to *closed*.

CAMPUS

Use Graduation Plan: Closed ▼

[Scheduling](#) > [Maintenance](#) > [Master Schedule](#) > [Campus](#) > [Campus Control](#)

☐ Set **Status** for each grade level under StudentPortal Course Requests to Closed.

CAMPUS CONTROL SELECTION COURSES SECTIONS PROXIES INSTRUCTORS STUDENTPORTAL MESSAGE COPY COURSE SECTION

Campus: 001 School Phone: (555) 675-6269 School Year: 2026 - 2027
Address: 6BC5D8E5E 001 Street Fax: (555) 675-5893
Alamo City, TX 46119

Scheduling

Scheduling Sequence				StudentPortal Course Requests		
Delete	Priority	Grade		Delete	Grade	Status
	1	12 ▼			09 ▼	Closed ▼
	2	11 ▼			10 ▼	Closed ▼
	3	10 ▼			11 ▼	Closed ▼
	4	09 ▼			12 ▼	Closed ▼

Max Sems Allowed: 2 ▼ Period Begin: 00 Period End: 09 Norm Prd Cntrl: 20

Low Grade: 09 ▼ High Grade: 12 ▼

Schedule Withdrawn Students: ☐