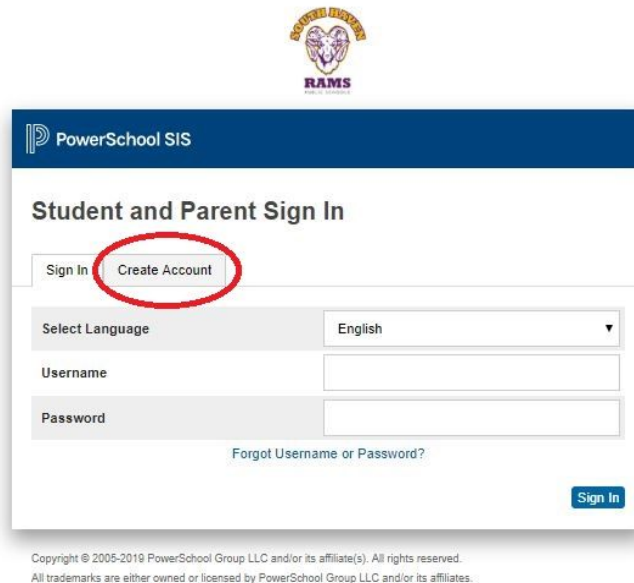


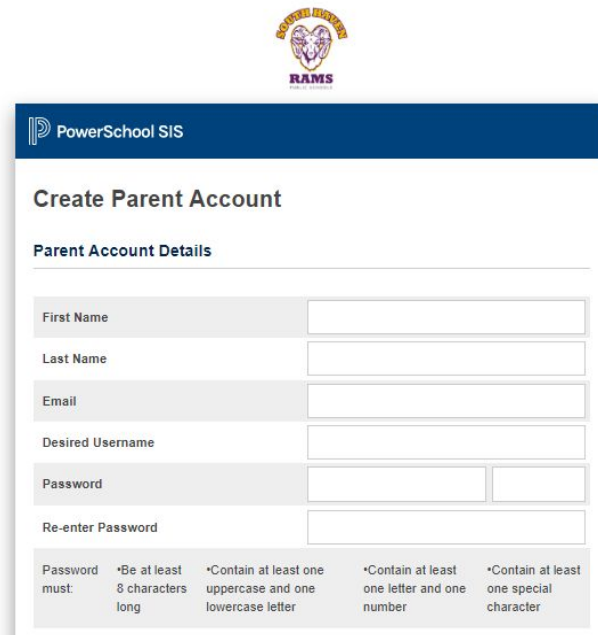
Creating a Parent Portal Account and Completing Annual Re-Registration

1. Visit <https://pssouthhaven.berrienresa.org/public/> in your web browser. You will be brought to the login page. Click “Create Account”



The screenshot shows the PowerSchool SIS login page. At the top is the Rams logo. Below it is a blue header with the PowerSchool SIS logo. The main heading is "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account", with "Create Account" circled in red. Below the buttons is a "Select Language" dropdown menu set to "English". There are input fields for "Username" and "Password". A link "Forgot Username or Password?" is below the password field. A "Sign In" button is at the bottom right. At the very bottom, there is a copyright notice: "Copyright © 2005-2019 PowerSchool Group LLC and/or its affiliate(s). All rights reserved. All trademarks are either owned or licensed by PowerSchool Group LLC and/or its affiliates."

2. On the next page, click “Create Account” in the bottom right corner.



The screenshot shows the "Create Parent Account" page. At the top is the Rams logo. Below it is a blue header with the PowerSchool SIS logo. The main heading is "Create Parent Account". Below that is the "Parent Account Details" section. It contains several input fields: "First Name", "Last Name", "Email", "Desired Username", "Password" (with a strength indicator), and "Re-enter Password". At the bottom, there is a table with password requirements:

Field	Requirement
First Name	
Last Name	
Email	
Desired Username	
Password	
Re-enter Password	
Password must:	*Be at least 8 characters long
	*Contain at least one uppercase and one lowercase letter
	*Contain at least one letter and one number
	*Contain at least one special character

3. Fill out the Parent Account Details. This is where you select your login information for your Parent Portal Account.

****Please note, your password must be at least 8 characters long, contain a capital and lowercase letter, at least one letter and one number, and one special character.**

4. Scroll down on the page to “Link Students to Account.” Enter your student’s name, access ID and password, and your relationship to the student.

Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

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Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose ▼

****Access codes were provided in school mailing. Didn't receive the mailing? Contact the Administration Building at (269) 637-0500 for assistance**

5. If you have more than one student, be sure to scroll down and enter all of your children with their own unique Access ID and Password.
6. To begin your student's annual re-registration, click the building and pencil icon at the bottom left of the Navigation panel.

The screenshot shows the Parent Portal interface. On the left is the Navigation panel with various icons and links. The 'Annual Re-Registration' option is circled in red, and a red arrow points to it. The main content area is titled 'Grades and Attendance: [redacted]'. It includes a table for 'Attendance By Class' with columns for 'Exp', 'Last Week', 'This Week', 'Course', 'Absences', and 'Tardies'. Below the table is a 'Legend' section with a list of attendance codes and their meanings.

7. Follow the instructions on screen to finalize your child's annual re-registration.

Still having trouble accessing or completing your child's annual re-registration? Contact the Administration Building for help at enrollment@shps.org or by phone at (269) 637-0500