How to Register your children using South Wasco's Online Registration

Step 1: Click on "PowerSchool Portal" button from the www.swasco.net

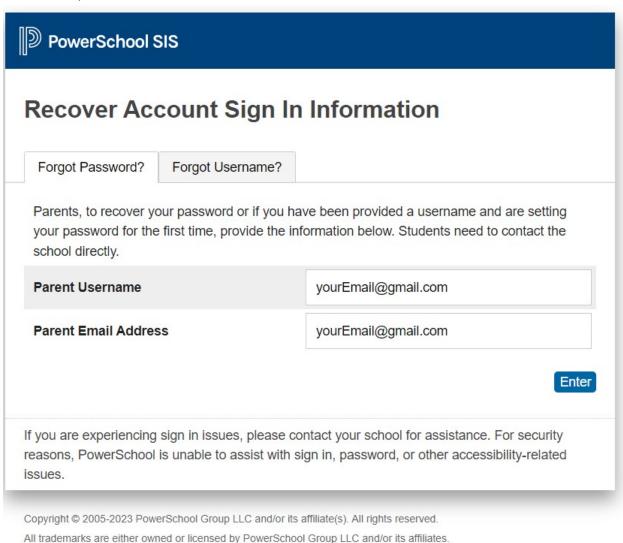


Step 2: Click "Forgot username or password".

■ swasco.powerschool.com/public/home.html



Step 3: Your username and email will be the same thing. It is the email used by the primary guardian that you used to register your child in previous years. (if you are not sure please contact the office) Click Enter then wait for an email to reset your password (this may take 2-10 minutes to get the email from PowerSchool)

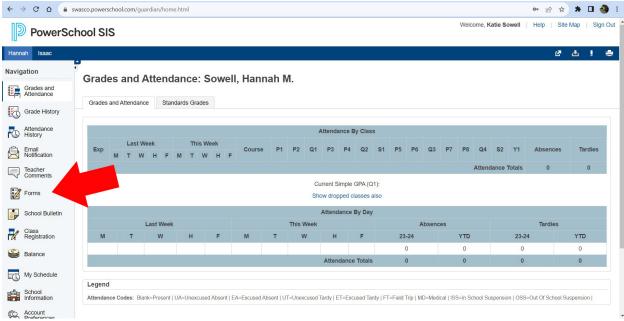


Step 4: Reset your password to something you will remember.

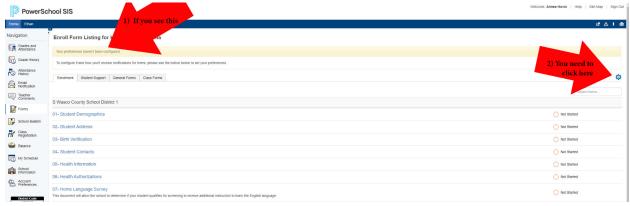
□ ☆ ➤ South Wasco County . PowerSchool Password Reset Request - You recently requested a new password. To reset your password, visit the link below. This link is valid for only 24 ho...

Step 5: Go back to PowerSchool Portal and type in your username and password. Remember your username is your full email address and the password is the one you just created.

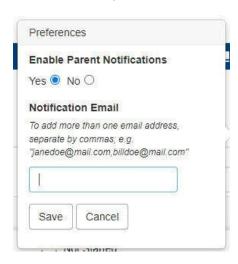




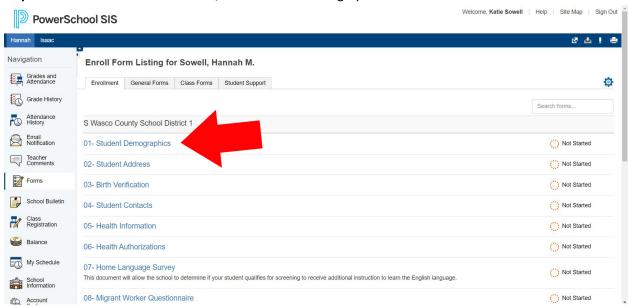
Step 7: If you see a yellow "Your preferences haven't been configured" statement on the top please click on the settings gear near the top right corner.



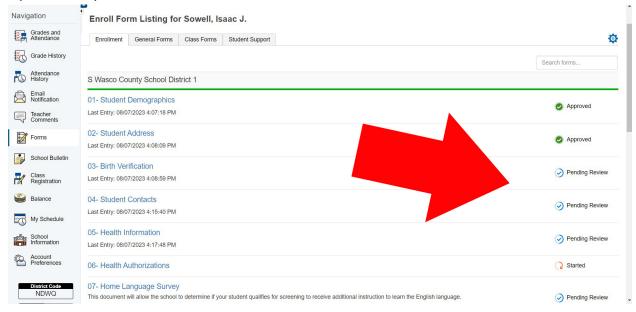
Step 8: Then Click Yes then type in your notification email. If you want multiple emails then use commas but no spaces. Then click save.



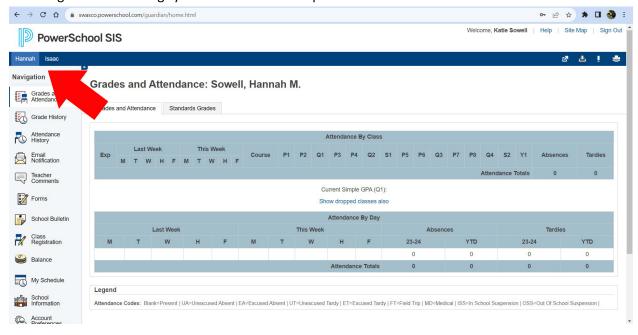
Step 9: Click on the first Form titled, "01- Student Demographics."



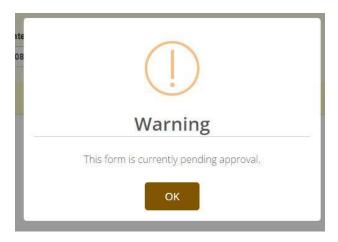
Step 10: Continue to fill out the forms from 01 to 20. It should automatically take you to the next form after you submit the form before. Not all grades of students get all forms. So don't worry if yours goes from 12 to 14. **If a Form says "Not available" please click on forms on the left then back on the form you are going to again. It should work.** You can check on the status of your forms if you click on the forms button and look to the right side. It should say "Approved" or "Pending Review" on each one. If it says "Started" you will need to finish that form to be done.



Step 11: Once finished with one child you will need to click near the top left on your other child's name. Then fill out the forms for your next child. Much of the data should auto-populate for you as you go but there might be a few things you have to enter multiple times for each child.



Step 12: Some forms will show the below image. This is good. That means that the form needs office approval. Once the HS or GS office approves the forms your student will be registered.



Helpful hints: If it says a form is not available then click on a different form from the top then click on the one you were trying to get to again. Sometimes it takes a few refreshes. You can always call the office for help (541) 395-2225 or email jsowell@swasco.net