

## Parent Self-Serve

Parent Self-Serve (PSS) is a tool provided by AISD for parent/guardian contacts to stay informed regarding their child during the school year. It is required for every registering parent/guardian to have a PSS account. Any parent/guardian listed as a contact may have a PSS account. Below are some benefits to having a PSS account:

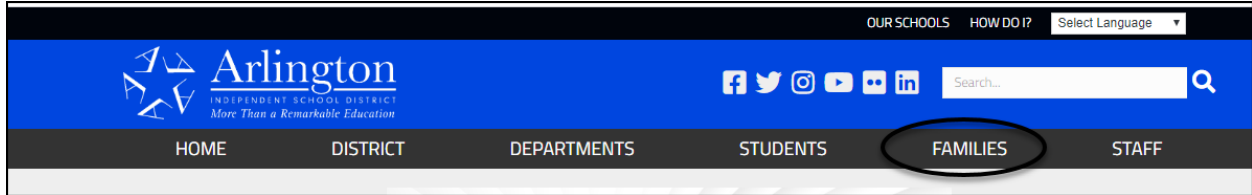
- Registration for currently enrolled students
  - returning students must re-register each year
- Registration for previously enrolled students
- Registration for students who were registered and enrolled, but never attended an AISD campus
- View child's attendance
- View child's missing assignments
- View Progress grades
- View Report Card grades
- Contact child's teacher

### Important:

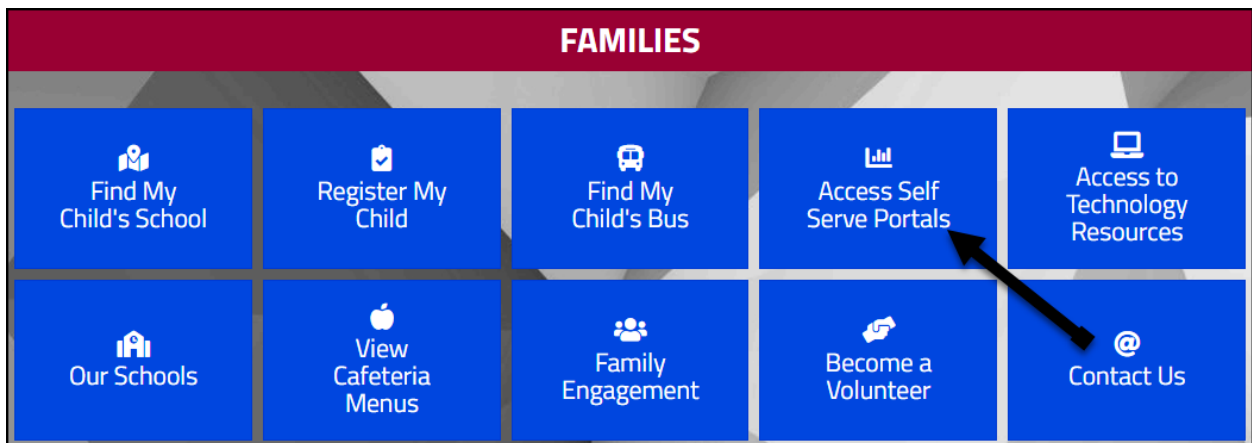
- You must use Google Chrome from your computer browser for the program to work correctly.
  - You must also use Google Chrome on your Smart Phone device.
- Using Google Chrome will allow you to see all of your students. If you try to use Internet Explorer, you will only be able to see one student at a time.

## To Create a Parent Self Service account:

1. From your Google Chrome browser, type in [www.aisd.net](http://www.aisd.net).
2. Click on **Families**.



3. Click on **Access Self-Serve Portals**.



Under the **Parent Self-Serve** window:

4. Click **Login or Register**.

### PARENT SELF SERVE

This system provides access to your child's attendance and grades. If you have more than one child enrolled in AISD, only register once to gain access to all of your children.

Register with the first and last name you have on file with the district. You must also use the student's legal name to register. Additionally, you will need the student's ID number to register. This is the student's cafeteria number or it can be found on Progress Reports, Report Cards or student ID badges.

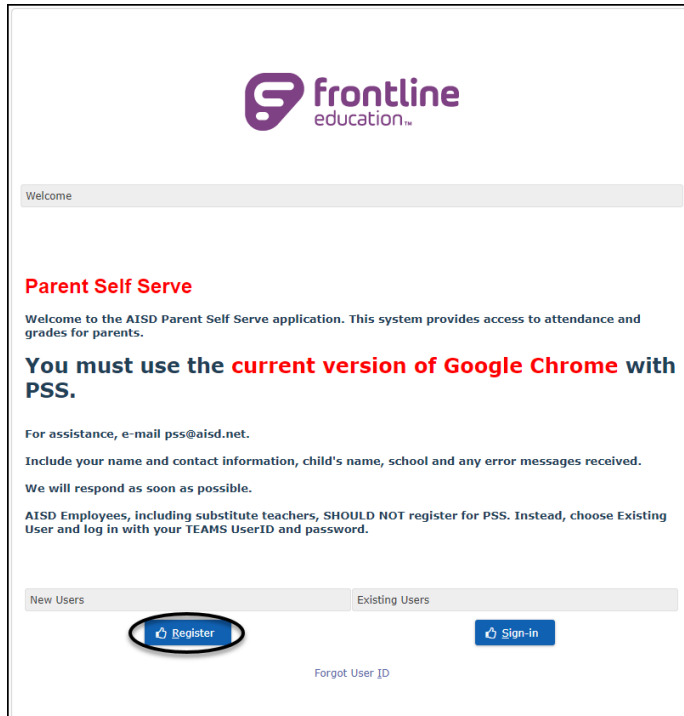
You must use the current version of Chrome with PSS. If you have problems, e-mail [pss@aisd.net](mailto:pss@aisd.net). Include your name and contact information, child's name and school and any error messages. We will respond as soon as possible.

AISD Employees, including substitute teachers, SHOULD NOT register for PSS. Instead, choose Existing User and log in with your TEAMS UserID and password.

[Login or Register](#)

5. Click **Register**.

- a. Enter the required information needed to create an account and link you to your student(s).



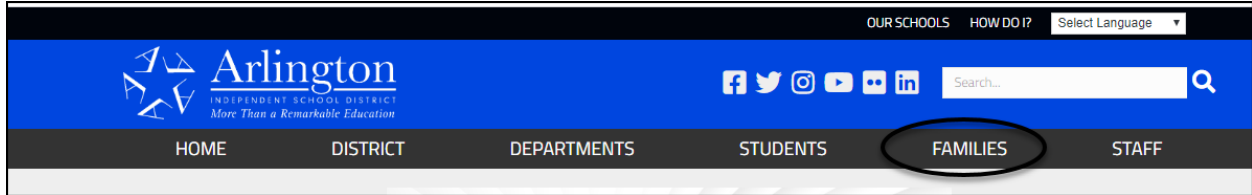
**\*Notes:**

- All names must have the same spelling, punctuation and capitalization as the information that the campus has entered.
- The Registration program verifies the **First** and **Last Name** for both student and the Parent Contact to make sure it matches what the campus has entered.
- It will verify the **Student ID** number.
  - Also known as the lunch number.
- It will verify the **Zip Code** of the address of the Parent Contact.
- It will verify the **Parent Contact Email address** and the student's Social Security Number or State ID "S" number.
  - A field has been added to our Registration Screen that makes you enter the student's Social Security number or State ID "S" number.

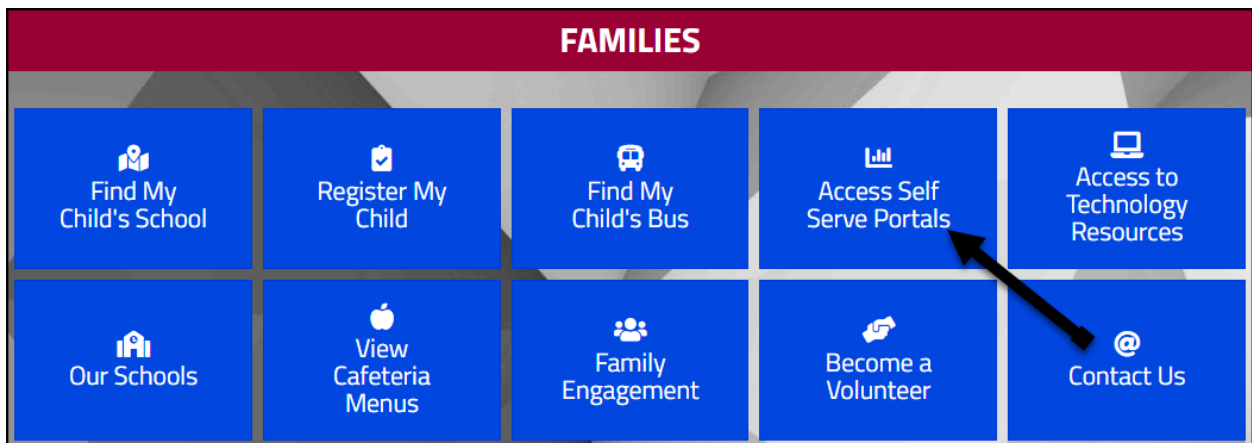
This will automatically Approve you and give you access as soon as you complete the Registration.

## To access an existing account:

1. From your Google Chrome browser, type in [www.aisd.net](http://www.aisd.net).
2. Click on **Families**.



3. Click on **Access Self-Serve Portals**.



Under the **Parent Self-Serve** window:

4. Click **Login or Register**.

### PARENT SELF SERVE

This system provides access to your child's attendance and grades. If you have more than one child enrolled in AISD, only register once to gain access to all of your children.

Register with the first and last name you have on file with the district. You must also use the student's legal name to register. Additionally, you will need the student's ID number to register. This is the student's cafeteria number or it can be found on Progress Reports, Report Cards or student ID badges.

You must use the current version of Chrome with PSS. If you have problems, e-mail [pss@aisd.net](mailto:pss@aisd.net). Include your name and contact information, child's name and school and any error messages. We will respond as soon as possible.

AISD Employees, including substitute teachers, SHOULD NOT register for PSS. Instead, choose Existing User and log in with your TEAMS UserID and password.

[Login or Register](#)

5. Click **Sign-in**.

a. If you forgot your user id, click **Forgot User ID**.

b. Enter your **Email** and **Last Name**.

c. Click **Submit**.