



ST. ALBERT THE GREAT

VERITAS, MENS, SANCTITAS

5535 WEST STATE ROAD, BURBANK, ILLINOIS 60459

STUDENT POWERSCHOOL RE-REGISTRATION 2020-2021

Attention parents this year we will be accepting intent to return forms through Powerschool. Please complete this before **January 31st**. If not completed your seat will not be reserved.

Registration

If you have not registered your child in the office we are asking that you register your child using the Parent Portal in the Power School System. Once you log in you'll see the option re registration on the side menu panel. All students returning next year must either fill out a paper application or an online application. You will be able to add a new sibling registration online, as siblings of currently enrolled students. This process takes less than five minutes. Please take the time and register your child or come to the school office hours: 8:00-4:00pm on Monday-Friday.

How to Register on Power School Step Process

Login to Parent Portal:

- 1) Please go to: <https://archchicago.powerschool.com/public/>
- 2) Please use your Parent Portal information to login.
- 3) If you forgot your Username or Password be sure to click on the "Forgot Username or Password?" link.

PowerSchool

Student and Parent Sign In

Sign In Create Account

Username

Password

Forgot Username or Password?

Sign In

4) After signing into the Parent Portal you should see a screen very similar to the one found below:

NOTE: If you are not seeing this window please contact your School Administration.



Grades and Attendance: Armstrong, Louie Lois

Grades and Attendance: Standards Grades

Retrieve ACT Scores

Exp	Last Week					This Week					Course	T1	T2	T3
	M	T	W	H	F	M	T	W	H	F				
HR(A)											8th Grade Homeroom Email 24, Stand. Academy - Rm 24A	[1]	[1]	[1]
HR(A)											8th Grade Homeroom Email 25, Stand. Academy - Rm 25A	[1]	[1]	[1]
P3(A)											8th Grade Computer Email 24, Stand. Academy - Rm 24A	[1]	[1]	[1]
P3(A)											8th Grade Computer Email 25, Stand. Academy - Rm 25A	[1]	[1]	[1]
P3(A)											8th Grade Art Email 24, Stand. Academy - Rm 24A	[1]	[1]	[1]
P3(A)											8th Grade Art Email 25, Stand. Academy - Rm 25A	[1]	[1]	[1]
P3(A)											8th Grade Math Email 2, Stand. Academy - Rm 2A	[1]	[1]	[1]
P3(A)											8th Grade Math Email 15, Stand. Academy - Rm 15A	[1]	[1]	[1]

5) On the left hand side you should see a link called “Re-Registration”. Click on this link to begin your Re-Registration for the upcoming school year.



6) Once you click on the “Re-Registration” link, the Form below will be displayed. Please proceed to complete the Form. Enter any new information in the far right column. You can leave blank any information that is not changing.

Please Read The Following

****Welcome to the re-registration page! From this screen, you will be able to review the information currently stored in PowerSchool and input any information you'd like to update for PowerSchool. There are three columns in the form below. The first is the name of the field, the second is the information currently stored in PowerSchool, and the third is empty for you to update any of the fields. **You only need to input changes to the fields that have changed.** If the data in the field has not changed, you can leave it blank.****

Student Info	PowerSchool Current Data	Have Any Changes?
Total Enrolled Children in Family (1, 2, 3, 4, etc.):	2	<input type="text"/>
Student First Name:	Billy	<input type="text"/>
Student Middle Name:	Joe	<input type="text"/>
Student Last Name:	Armstrong	<input type="text"/>
Date of Birth (MM/DD/YYYY):	07/19/2017	MM/DD/YYYY <input type="checkbox"/>
Oldest or only child in this school (Y/N):		<input type="text"/>
Youngest or only child in this school (Y/N):		<input type="text"/>
Gender (Male/Female):	M	<input type="text"/>
Is Student Hispanic/Latino (Yes=1, No=0):	0	<input type="text"/>
Race (N=American Indian, A=Asian, B=Black or African American, M=Multi-racial, P=Native Hawaiian/Pacific Islander, W=White):	B	<input type="text"/>
Country of Birth (If Not USA):		<input type="text"/>
Year Immigrated (If Applicable):		<input type="text"/>
Religion:	Catholic	<input type="text"/>

7) Be sure to scroll down to the bottom of the page. There is a checkbox in the green bar at the bottom that needs to be checked in order to Submit the Re-Registration form.

NOTE: The Submit Button won't be available until you click in the checkbox below.



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✓ Click the checkbox to confirm that you wish to re-register "Billy Armstrong" for the upcoming school year:

Submit

After you have submitted the Re-Registration Form you will be presented with a Confirmation page. Please see below for an example.

Changes Recorded

The changes have been recorded.

Once you have submitted the Form, the data is sent over to your School Administration. You should then receive an email confirming your submission within 24 hours. While you can register online through Power School Materials fees should be paid to the school office to complete the registration process. If you have any questions please reach out to your School Administration for the next steps.