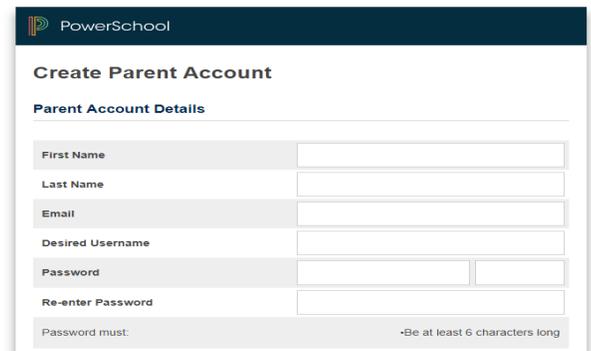


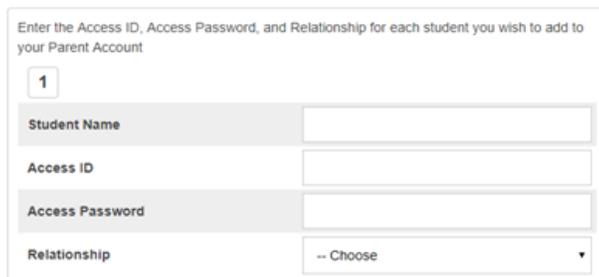
Directions for Online Registration

1. Go to PowerSchool's Parent Portal website : <https://oakfield.powerschool.com/public/>
2. Click the "create account" tab. **If you already have an account skip to step 4.**
3. Follow the instructions on how to create an account. You will need to create your own username and password. In the space that asks to link students, you will need to type in your student's name and access ID and access password, which you will need to obtain from the office staff. Once you have linked all of your students, hit the enter key found at the bottom of the page.

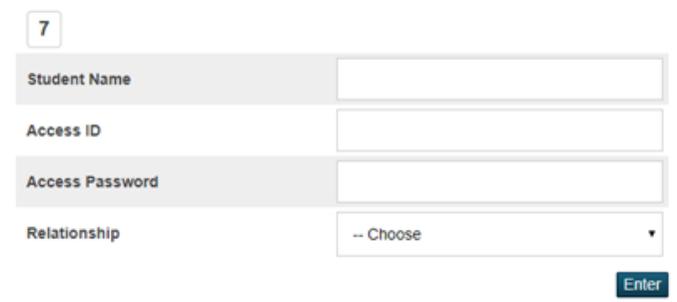


The screenshot shows the 'Create Parent Account' form in the PowerSchool Parent Portal. The form is titled 'Create Parent Account' and has a sub-section 'Parent Account Details'. It contains several input fields: 'First Name', 'Last Name', 'Email', 'Desired Username', 'Password', and 'Re-enter Password'. The 'Password' field is split into two parts. At the bottom, there is a note: 'Password must: -Be at least 6 characters long'.

Link Students to Account



The screenshot shows the 'Link Students to Account' form. It has a heading 'Link Students to Account' and a sub-heading 'Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account'. There is a small box with the number '1' in the top left corner. The form contains four input fields: 'Student Name', 'Access ID', 'Access Password', and 'Relationship'. The 'Relationship' field is a dropdown menu with '-- Choose' selected.



This screenshot is similar to the previous one, but it has a small box with the number '7' in the top left corner. The 'Relationship' dropdown menu is now set to '-- Choose'.

4. You now have access to the Parent Portal. On the left side of the page, you will need to click on the Forms tab. There you will find all the required forms to fill out to register your student. Most of the forms will be pre-populated with the information that we currently have. Please double check that **ALL** the information is correct and update anything that is not.

