

Once you click on finish registration and all information was entered correctly, you will get a screen telling you that your request has been processed successfully. You will receive an email prompting you to follow a link to activate your account. If for some reason your account is denied, a reason will be given in the email. Please allow a few days for a response. Once your account has been approved and you have logged in, click on the child whose information you want to see and all available tabs will open up.

Please be sure to put your account info in a safe place as we do not have access to passwords

Still having trouble?

Try the F.A.Q on the website or contact your building portal administrator:

ALportal@lindenhurstschools.org

AGportal@lindenhurstschools.org

DAportal@lindenhurstschools.org

HAportal@lindenhurstschools.org

RAportal@lindenhurstschools.org

WGportal@lindenhurstschools.org

MSportal@lindenhurstschools.org

HSportal@lindenhurstschools.org

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Lindenhurst

Union Free School District



**Parent Portal
Registration
Instructions**

OCTOBER 2017



Dear Parents/Guardians:

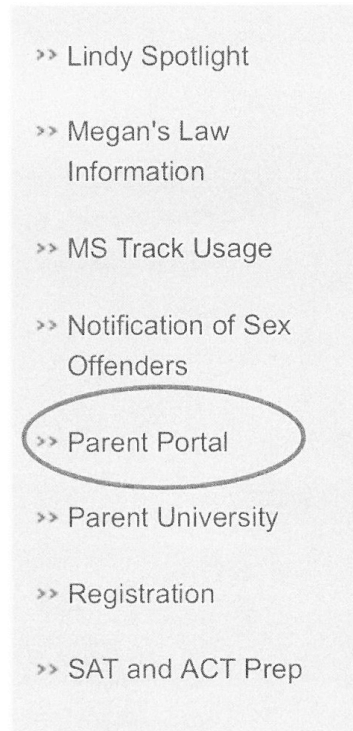
This brochure will provide you with instructions for registering for the Parent Portal.

If you already have a Parent Portal account, please login and update your information. You DO NOT need separate accounts on the Parent Portal for each child. You will be able to view all your children with one account.

To get started, go to the district's website,

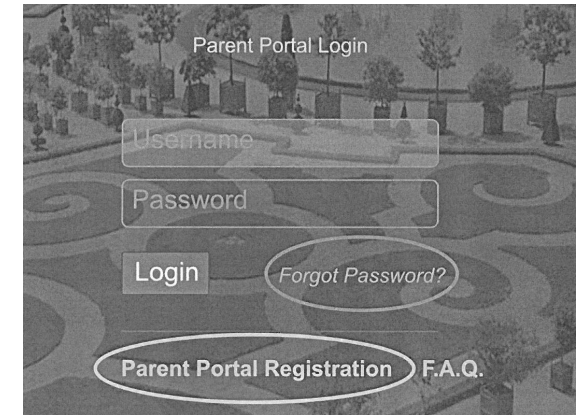
www.lindenhurstschools.org

Once you are on the homepage, Scroll down to the bottom and on the right hand side of the page you will see Parent Portal in the list of options.



Click on Parent Portal. This should bring you to a screen with a video. You may view the video or bypass it by clicking on the line below the video that says "Click here to bypass video to access the Parent Portal."

The next screen will look like this:



Click on Parent Portal Registration to create a new account. Remember, if you have children in the Middle School or HS, your elementary child will automatically be added. You DO NOT need to create a new account.

You will need the following information to complete the process:

- Student's full name
- Student's 9-digit ID number
- Registered address
- Registered phone number(s)
- Registered or valid email
- Parent/Guardian full name
- Student's building