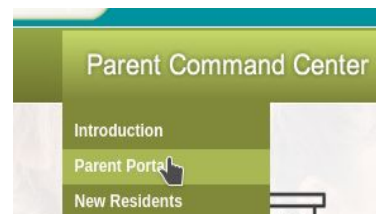


# Parent Portal Registration Instructions

1. Go to [www.lpssonline.com](http://www.lpssonline.com).
2. On the menu bar under **Parent Command Center**, click **Parent Portal**.
3. On the right, click **Register New User**.



4. A webpage asking for **Relationship, Last Name, First Name, and PSN Number** will be displayed. The default PSN will be the last five (5) digits of the student's social security number.

**Register New User**

**Step 1: Verification**

NOTE: All information below is asking for PARENT/GUARDIAN information, please enter all information about the PARENT/GUARDIAN registering the account. The PSN number will be provided by the student's school.

Relationship :  Required

Last Name :  Required

First Name :  Required

PSN Number :  Required