

Parent Portal

INSTRUCTIONS FOR PARENTS OF CURRENT STUDENTS

Step 1 Do you have the **required information?**

- * School issued **Parent Portal Id number**
- * Access to your **email account**
- * Student's **date of birth**

Step 2 Goto to **www.vanalstyneisd.org** and select the **Students & Parents** tab. Click on the link for **Parent Portal**. Click the first option, **New txConnect User?**

Step 3 Create a **username** (between 6 & 25 alphanumeric)
Create a **password**.(Upper/Lower/Punctuation)
A valid **email address**.
Choose a **security question** and answer.

Step 4 **Verify Email Address by putting in verification code received in your email. This step is not optional if you want to update information for your student.**

Step 5 Enter school issued **Portal Id** and student's **DOB**
Click **Add**.
Click the **Complete box!**

I have my Parent Portal account..

Now what?

Update registration information for the 2018-2019 school year.



Click on the **Summary** Tab at the top

Click on blue box **2018-2019 Registration**

Click the **green Get Started** button

Check your student's **Attendance** or **Grades**



View or **subscribe** to alerts for your student.



Click the **Alerts** tab

To **subscribe** to alerts, click subscribe and the type of alert you would like to receive.

Update a notification email or phone number.

Click on the **Account** Tab.



Note: This is for alerts only and does NOT update the demographic information on your student's account.

Questions?

Forgotten Password? It happens to everyone! Click on forgot password link on the main page.

Other issues? First, contact the campus where your student is enrolled. Be prepared to tell them your name, the name of your student and what issue you are having.

Van Alstyne High School 903-482-8803

Van Alstyne Middle School 903-482-8804

Partin Elementary School 903-482-8805

Sanford Elementary 903-712-1900