Logging in to the Parent Portal, A Step-by-Step Guide

1. Open your browser and navigate to: https://sles.myschoolapp.com
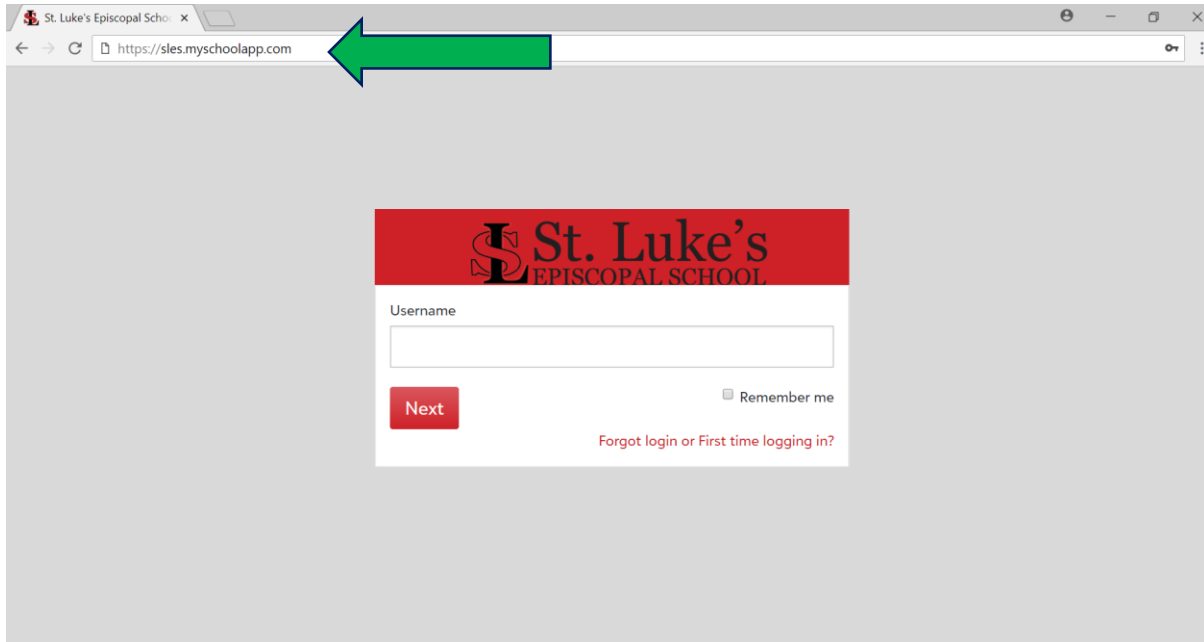
2. Click First time logging in. **Do not attempt** to use any username that you have used in the past as it will not match.
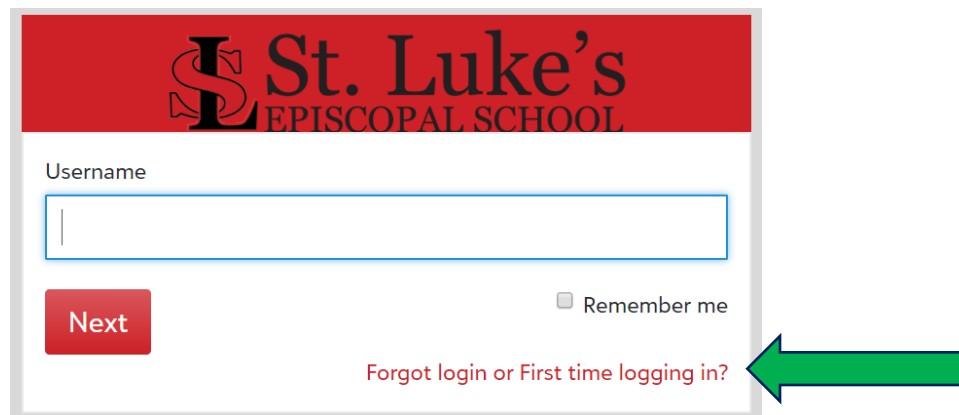
3. Enter the email address that you have on file with the school. **Send**.

If you don't know which email address is on file with the school, there are a couple of ways to find out. For Japonica parents, it was the email address on the student contact sheet that you received during Meet the Teacher Day. For University parents, it is the email where you regularly receive school communication. Do not use your student's email address as it will not permit access to the parent portal.
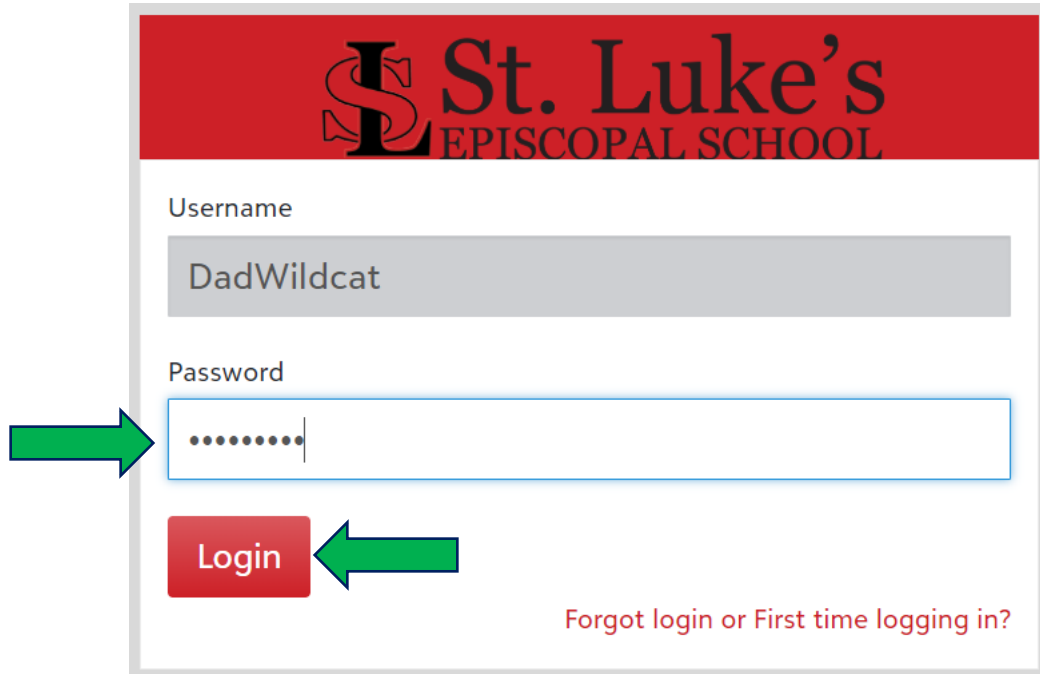
4. Check your email! You'll receive a link to set your own password. Be sure to add sles@myschoolapp.com to your email whitelist. Your username will be sent in a separate email.

St. Luke's Episcopal School sles@myschoolapp.com v   unity1.com
to me ▾

Hello Wilkes Wildcat,

We received a request for your password to access the St. Luke's Episcopal School Blackbaud website.

Use the URL displayed below to complete the password setting process.

Password Reset URL: https://sles.myschoolapp.com/app/?pk=5EF5DCF3ABC6#login/reset

If you did not request to receive your password, please disregard this e-mail.

Thank You

*Do not reply to this e-mail. Any replies to this e-mail address will not be received.

5. Once you've reset your password and retrieved your username, navigate back to the login screen. It's https://sles.myschoolapp.com. Enter your username and click **Next.**

St. Luke's
EPISCOPAL SCHOOL

Username

DadWildcat

☐ Remember me

Next

Forgot login or First time logging in?

6. Enter your password and click **Login.**

7. You'll enter the St. Luke's online community for parents. Your child(ren) will be listed in the top left corner.
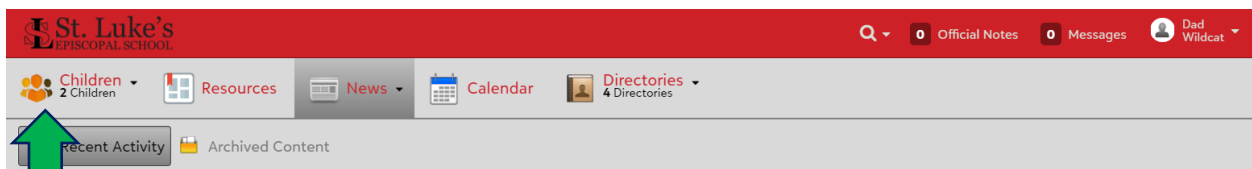
Hover over the children label to select which child's information you'd like to explore. Only children who are enrolled in the 2018-19 school year ar visible at this time.

Important: If you do not see your child listed here, please email Registrar@StLukesMobile.com with the student's full first and last name, home address, and grade or graduation year.

8. Parents of Middle and Upper School students can select the Schedule tab to see their child's daily schedule and attendance.

Wilkes Wildcat '21

pbsaltlife@gmail.com | 1400 University Blvd. S, Mobile, AL 36609 | Current grade: 10th Grade | School level: Upper School

💬 Send message

| Progress | **Schedule** | Assignments | Conduct | Contact Card | Medical |

This Week's Schedule   View Full Schedule

| Thursday 8/9 | **Friday 8/10** | Saturday 8/11 | Sunday 8/12 | Monday 8/13 | Tuesday 8/14 | Wednesday 8/15 |

ℹ️ - HALF DAY

Time	Block	Activity	Contact	Details	Attendance
8:05 AM - 8:15 AM	Homeroom	Homeroom 10 - 3	Ashley Sanders	500 Building 504	Attended
8:20 AM - 8:45 AM	1	Spanish I - 2	Yohanna Jimenez	400 Building 412	Attended

9. Parents of all students can click on the Contact Card tab to view or edit their child's contact information.
Click the Add or Edit buttons to make changes to your child's information.
Please be sure to save any information you have edited!

Wilma Wildcat '26

Current grade: 5th Grade | School level: Lower School

💬 Send message

| Progress | Schedule | Assignments | Conduct | **Contact Card** | Medical |

Photo

Currently no bio

Phone

⊕ Add phone

Address

⊕ Add address

General information
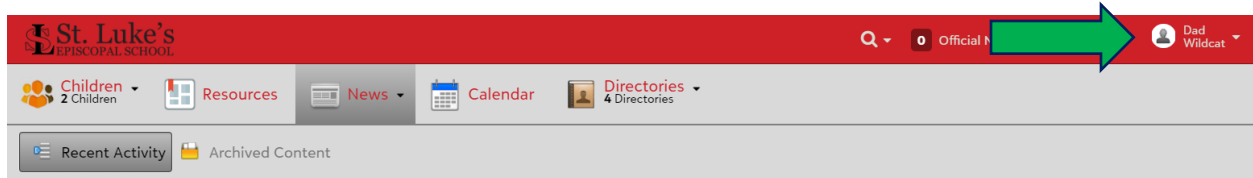
✏️ Edit

10. Parents, you also have access to your own contact card! Click your user profile in the top right corner and select profile. You can then add or edit your own contact information.

11. Parents can also select the Medical tab to add their child's medical information. Please note that you are still required to fill out the gold sheet that your child brought home the first day of classes. Additionally, this section of the portal will only be available until the end of August.
Click Add or Edit to make changes to allergies, medications and medical summary.