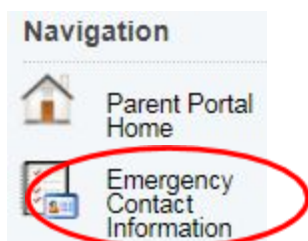# How to Verify Parent/Guardian Email Addresses on the PowerSchool Parent Portal

1) Log onto the PowerSchool Parent Portal. You may access the Parent Portal at **https://powerschool.abschools.org**.

2) Select the Emergency Contact Information screen:

3) Verify that the email addresses in the circled areas below are <u>correct</u>, and are only for <u>parents/guardians with joint legal, physical, and/or shared custody</u>.   You may list one, two, or three parent/guardian contact email addresses. Documents and correspondence from the school will be sent to all email addresses listed below.

4) Please repeat this verification for ***each of your students***.

Thank you! If you need assistance, please contact the front office of your student's school.