

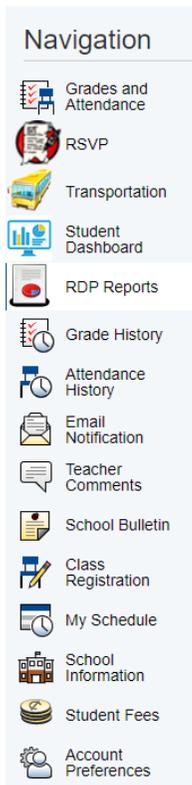
1. Log on to your Parent Portal. powerschool.rdpsd.ab.ca If you don't remember your username and password, call the office for assistance at 403-342-3288.

The image shows a screenshot of the PowerSchool SIS login page. At the top, there is a blue header with the "PowerSchool SIS" logo. Below the header, the page title "Student and Parent Sign In" is displayed. There are two tabs: "Sign In" (selected) and "Create Account". A "Select Language" dropdown menu is set to "English". Below this are input fields for "Username" and "Password". A link for "Forgot Username or Password?" is located below the password field. A blue "Sign In" button is at the bottom right. At the very bottom, there is a copyright notice: "Copyright © 2005-2020 PowerSchool Group LLC and/or its affiliate(s). All rights reserved. All trademarks are either owned or licensed by PowerSchool Group LLC and/or its affiliates."

2. If you are using your phone, click on the grey triangle in the left hand corner to view the menu



3. Select RSVP



- Review the information on the current tab, then click the approve button on the bottom right hand side of the screen.

[Restart Verification](#) [Approve Student Info](#)

- Please note that there are several tabs and you will need to change and/or approve the information on each tab in order to complete the RSVP.

[Student Info](#) | [Address](#) | [Parent Guardian](#) | [Emergency Contact](#) | [Medical](#) | [General](#) | [Summary](#)

- After you confirm the information on all tabs, the summary will ask you to type your name as your signature, choose the correct date, then approve changes.

By completing your name/date, you are acknowledging the information entered above is correct.

Signature Name

Signature Date 

[Approve Changes](#)

- Once you click this final “approve changes,” you will get a summary of the RSVP. It is automatically sent to the office and will be processed.

RSVP - Summary

Success! You have now verified your child's demographic information. The school is notified of the change and they will process your request.

✔ Student Information Section - Verified	1 Change(s)
✔ Address Section - Verified	0 Change(s)
✔ Parent Guardian Section - Verified	0 Change(s)
✔ Emergency Contact Section - Verified	0 Change(s)
✔ Medical Section - Verified	0 Change(s)
✔ General Section - Verified	1 Change(s)