

i-Parent

How Do I...

Get my user name and password for i-Parent

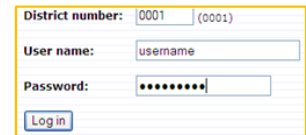
- Go to: sis.aps.edu/iparent
- Click on **i-Parent Validation Site** link
- Enter your first and last name and the child's APS id number and birth date
- Click submit
- Verify whether you are the child's legal guardian
- Use the user name and password provided for your log in to i-Parent

Access i-Parent

- Go to: online.aps.edu/iparent (your school must be participating in the pilot in order to see student information)

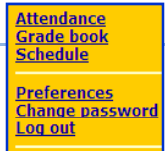
Log in to i-Parent

- Enter the district number: 0001
- Enter User Name and Password
- Click Log in
- If your child is enrolled in multiple schools, those schools are listed. Click on the school that you want to view (the school must be participating in i-Parent)
- Your child's schedule for the day displays



View my child's attendance

- From the left menu bar, click on **Attendance**
- Summary attendance and detailed attendance data displays



View my child's grades and assignments

- From the left menu bar, click on **Grade book**
- For the desired course:
 - Click on **Progress report** for grades
 - Click on **Assignments** to see homework and grades

Course	Period	Teacher	Grades	Overall Assignments
ALGEBRA I	01	SMITH, VALERIE	Progress report	Assignments

View my child's schedule

- From the left menu bar, click on **Schedule**
- The student's schedule for today displays

Change my password

- It is recommended that you change your password, the day after you first obtain it
- From the left menu bar, click on **Change Password**
- Enter your old password
- Enter and re-enter your new password
- You can only change your password once per day and you cannot change it the first day you obtain it or more than once in a day

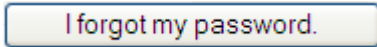
Retrieve my password

- From the main page, enter the district number: 0001
- Enter User Name
- Click on **I forgot my password**
- Answer the 3 questions
- Click **Continue**

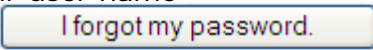
Get assistance

- Go to sis.aps.edu/iparent and click on the desired document

FAQs Validation Site

Purpose of validation site	The validation site provides user names and passwords for parents to use to log in to i-Parent and requires an electronic confirmation of legal guardianship.
Address for validation site	sis.aps.edu/iparent , click on i-Parent Validation Site
Error trying to obtain user name and password	<p>If you get an error when first trying to get a user name and password for i-Parent from the validation site:</p> <ul style="list-style-type: none">▪Ensure there are no spaces when typing in your information – be careful to not have a space at the end. If you are not sure, delete everything and retype it▪Check the spelling of your first and last name. Call the school to confirm the spelling in the Student Information System▪Check your child’s student id to ensure the number is correct▪Contact the school if you still cannot log in – information may need to be corrected in the Student Information System
Schools Participating	<p>For the initial implementation of i-Parent, eight APS schools are participating:</p> <ul style="list-style-type: none">▪Grant Middle School▪Madison Middle School▪LBJ Middle School▪Highland High School▪Del Norte High School▪Albuquerque High School▪Valley High School▪Taft Middle School <p>Only parents from these schools will be able to see information on their children. Additionally, if a child is taking classes at a school participating in the initial implementation and another school, the parent will only see information on the school that is listed above.</p>
Forgot user name and password	<ul style="list-style-type: none">▪Go to the validation site, sis.aps.edu/iparent▪Repeat the steps to get your user name▪To get your password:<ul style="list-style-type: none">•Go to i-Parent: ionline.aps.edu/iparent•Enter the district number - 0001•Enter your user name•Click on •Answer the questions (use 2-digits for the grade (07 for 7th grade) and enter the schools mascot)
Rules for obtaining a log in to i-Parent	<ul style="list-style-type: none">▪You must be the child’s legal guardian▪The school must have documentation of you being a legal guardian▪Your child must be enrolled at one of the schools in the initial i-Parent implementation

FAQs

The address for i-Parent is...	ionline.aps.edu/iparent
i-Parent...	<ul style="list-style-type: none">▪Is a web-based application▪Allows parents to access daily schedules, grades, attendance information, and graded assignments▪Is accessed separately for each of your children in the district (if you have three children, you will have three log ins for i-Parent)▪Is currently only available as a pilot at eight APS locations – Highland HS, Grant MS, LBJ MS, Madison MS, Albuquerque HS, Valley HS, Taft MS, and Del Norte HS
Forgot my password...	<ul style="list-style-type: none">▪Go to i-Parent: ionline.aps.edu/iparent▪Enter the district number - 0001▪Enter your user name▪Click on ▪Answer the questions (use 2-digits for the grade (07 for 7th grade) and the school's mascot)
Error "iParent is temporarily unavailable..."	<ul style="list-style-type: none">▪Click on i-Parent Re-login▪Enter 0001 for the district and your user name and password▪Click log in▪If you still are not able to log in, you may need to clear your cache. If you do not know how to do this, search for "clear cache" on the internet▪If you continue to get the message, the system may be down. Try again later
Summary attendance doesn't match the detailed attendance...	<ul style="list-style-type: none">▪The summary attendance only counts unexcused absences▪The detailed attendance displays all absences, excused and unexcused▪Excused absences include (this is not a full list):<ul style="list-style-type: none">•Illness•Family emergency•Appointment
Error "no information is available for school"	<ul style="list-style-type: none">▪The school you are attempting to access is not set up for i-Parent▪For school year 2009-10, eight schools are using i-Parent - Highland HS, Grant MS, LBJ MS, Madison MS, Albuquerque HS, Valley HS, Taft MS, and Del Norte HS
Error when resetting password...	<ul style="list-style-type: none">▪The system will only allow you to reset your password, once per day. This includes the initial creation of your password. If you see the message "You have already changed your password today", wait a day and then click on Change Password.▪We recommend that you change your password the first day after you obtain it.
Grades or assignments are incorrect or are not posted...	<ul style="list-style-type: none">▪The information in i-Parent is a reflection of what the school and teachers have entered in the Student Information System▪If there is concern or if a correction is required, contact your school