WELCOME TO DONIPHAN R-I SCHOOLS
PARENT PORTAL

Parent Portal is an internet-ready program that allows you, via your web browser, to access timely information about your student's progress in school. With just a click of the mouse, you will have access to view your student's schedule, attendance, grades, lunch balances and more.

AVAILABLE INFORMATION

Below is a list of available information about your student that you can access from the Parent Portal.

1. Course Schedule – displays the courses in which your student is currently enrolled.
2. Attendance* - displays your student's attendance record.
3. Grades – displays your student's assignment and test grades for each class.
4. Grade Book – displays your student's assignment and test grades for each class.
5. Course Change History – display changes in your student's course schedule.
6. Course Requests – displays any course requests entered for the upcoming school year.
7. Lunch Account History/Balances* - displays your student's lunch history and lunch balances.
8. Lunch Meal Planner*- displays the upcoming lunch menus.
9. Teacher Email*- displays a link to the teacher's email next to the course name.
   *Please note that the information available for Pre-K and Kindergarten student ONLY includes the asterisked items 2,7,8,9,10 & 11 above.

HOW TO SIGN UP FOR PARENT PORTAL

- To begin using the Parent Portal, you must complete a Parent Portal Registration Form and return it to the school office. PLEASE REMEMBER TO BRING ALONG A PICTURE ID WHEN YOU BRING YOUR REGISTRATION FORM. If you have students at multiple school buildings, you will only need to visit one of the schools to turn in the Parent Portal Registration Form.

- Once the school has entered your information into the program, you will be sent an e-mail containing your unique username and password. The target date to have the system up and running is October 10, 2011. If you forget your Parent Portal Password, you may go to the Parent Portal login page and click "Forgot Password?" Enter your email address in the appropriate field to have your password automatically sent to you.

- Once you receive your user ID and password via email you will be able to access the Parent Portal, please visit the Doniphan R-I School District's website at www.doniphanr1.k12.mo.us and click "Parent Portal" on the menu at the left under useful links. You will find a link to the Parent Portal login page.

DONIPHAN R-I SCHOOLS
PARENT PORTAL REGISTRATION FORM

For security purposes, you **MUST** return this completed form to any Doniphan R-I School **IN PERSON.** You will be asked to show a **photo ID** when you register.

I.   **Please check the Appropriate Box**

      _____   I am registering for the first time.

      _____   Update my information in the Doniphan R-I Parent Portal.

      _____   Add another student to my existing Parent Portal account.

II.   **Complete the Following Information**

<div align="center">

PLEASE PRINT FOR ACCURACY

</div>

Parent Last Name	
Parent First Name	
Mailing Address	
City	
State	
Zip Code	
Telephone - Home	
Telephone - Cell	
Telephone - Work	
Email at Home	
Email at Work	

	Student 1	Student 2	Student 3
School			
Last Name			
First Name			
Birthday			
Grade			

<div align="center">(Additional Student Information can be entered on Back)</div>

III   **Sign and Date the Form**
Signature and Photo ID are required to Access Student Information on the Doniphan R-I Parent Portal.
I understand that it is my responsibility to protect my PARENT LINK password. I should not share my password with my children. I understand that the PARENT LINK system may not be available 24 hours a day due to maintenance on the school network, weather related interruptions, etc.

_____   _____
     Parent Signature   Date

FOR OFFICE USE ONLY

	Initials of Individual Verifying and Entering Data	Building	Date
Identification Verified			
Entered into SIS			
Once information is entered, Return completed for to			

<div align="right">C/O 5/12/2011 LL</div>

Additional Student Information

	Student 4	Student 5	Student 6
School			
Last Name			
First Name			
Birthday			
Grade			