

PowerSchool E-Registration “How to”

Complete **E-Registration for Aquin** before the 1st day of school in order to enroll your child(ren).

1. Go to <https://archd.powerschool.com/public/home.html> or www.aquin.org and find PowerSchool on the homepage or under “Parents”.
2. Type in your username and password. Click forgot password or contact me for your login information.
 - New parents to Aquin: I will meet with you on registration day to set up a username or fill out the PowerSchool Form online and I will e-mail you your login information.
3. On far left side, choose what you would like to view.
4. Click on “E-Registration”. Scroll down on the left side to find.
5. Please complete **all steps for all children** at Aquin and don’t forget to SAVE! Check to make sure all information is current and click yes or no on the permission page. Click save or continue at the bottom of each page. Each child at Aquin should be listed as a tab at the top of the page. Contact me to add a new child to your account.
 - While entering any addresses, please **do not** add periods or commas.

Thank you!
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