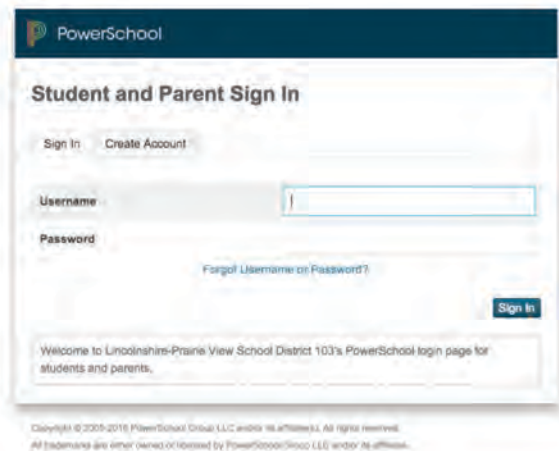


STEPS FOR RETURNING STUDENT REGISTRATION 2017-2018

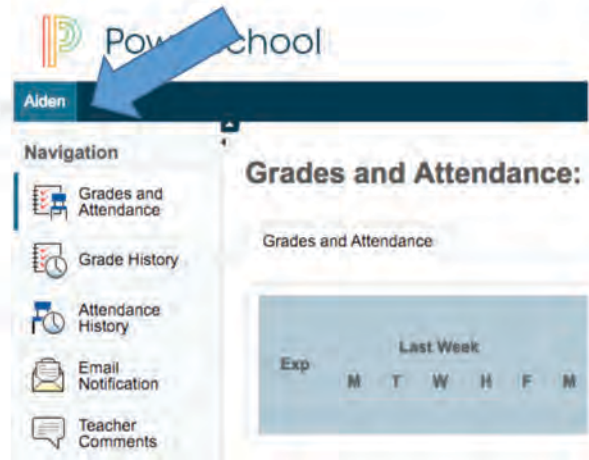
STEP #1: LOGIN TO THE POWERSCHOOL PARENT PORTAL HERE, <https://d103.powerschool.com>. Be sure you have already created your own "Username" and "Password" when setting up your PowerSchool Parent Portal account.

NOTE: Your child's school will not have access to your **PowerSchool Parent Portal** login credentials. If you need assistance in retrieving your *Username* and/or *Password*, please select the "*Forgot Username or Password?*" option toward the bottom of the login page, <https://d103.powerschool.com>.



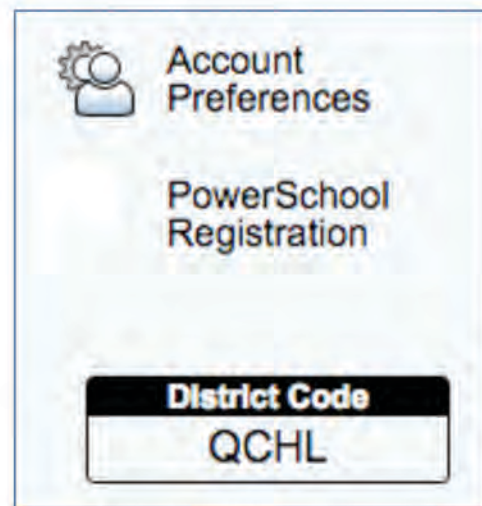
STEP #2: Select the tab along the top of your **PowerSchool Parent Portal** that associates with the student you want to register. Once you complete the registration process for one child, you will have the option to register another child.

NOTE: STEP #2 only pertains to parents/guardians with more than one student associated with their PowerSchool Parent Portal.



Step #3: Along the left side of the **PowerSchool Parent Portal** landing page, beneath the *Account Preferences* and above the *District Code* label, select the "**PowerSchool Registration**" option. This link will launch our registration process.

NOTE: Once you have completed the registration process for one child, you will be given an option to register another child. Because this is a new registration process, you will be asked to add information that you may have already provided in past years.



If you have difficulty during the registration process, please send an e-mail message to registration@d103.org.



Lincolnshire-Prairie View School District 103 is a nationally recognized elementary district serving approximately 1,750 students from Early Childhood through eighth grade. For more information about the district, visit www.d103.org, call (847) 295-4030, or send an e-mail message to Ask103@d103.org. Like our page on Facebook at www.facebook.com/SchoolDistrict103, and follow us on Twitter: <http://twitter.com/District103>.