



# REACH LEADERSHIP *STEAM* ACADEMY

science | technology | engineering | art | math

The following are step by step procedures to create a Portal Parent account to access your child's grades, attendance, schedules, assignments, teacher information and more.

**Parents must have the following 4 information items to create an account and associate that account with their student or students.**

1. Child's student **permanent ID number**.
2. **Student verification code**. (Obtained by contacting the Attendance Coordinator)
3. Parents must know the **primary telephone number on record with their child's school**.
4. Parents must have an **email address** that will be used in creating the Parent Portal account.

## **To create your account:**

Open your web browser and go to <http://reach.aeries.net/student> Click the 'Create New Account' link in the bottom of the screen.

### REACH Leadership STEAM Academy

English ▼

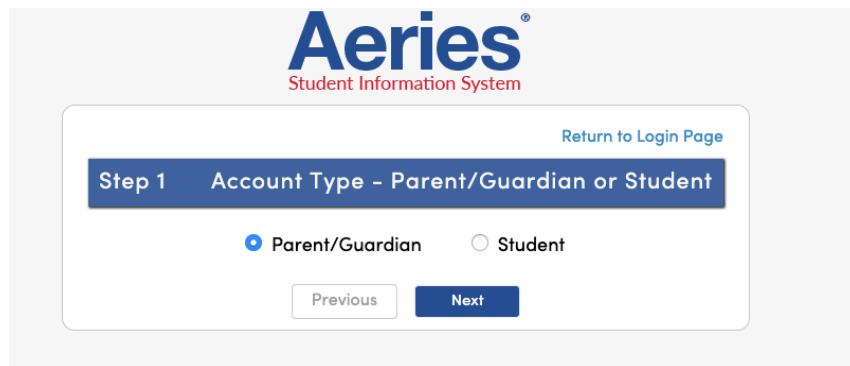
**Aeries**  
Student Information System

Email

NEXT

[Forgot Password?](#) [Create New Account](#)

1. Step 1 of the sign up process brings up the account type option. Choose the 'Parent' account Option as shown below and click the Next button.



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Student Information System

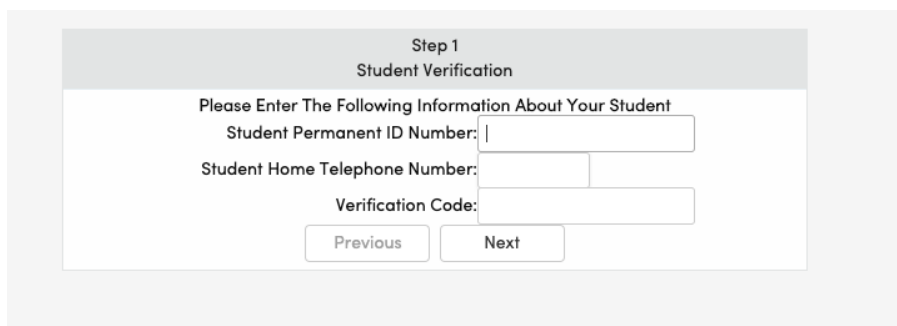
[Return to Login Page](#)

**Step 1** Account Type - Parent/Guardian or Student

☒ Parent/Guardian ☐ Student

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## 2. Student Verification



**Step 1**  
Student Verification

Please Enter The Following Information About Your Student

Student Permanent ID Number:

Student Home Telephone Number:

Verification Code:

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In Step 3, you will create your account using your personal email address. Enter your email address in the Email Address and Verify Email Address fields. For illustration we have used a fictitious email address. Enter a password in the Choose Password field and retype the same password in the Retype Password field. Choose something you can easily remember but is not easy for someone else to guess. Then click the Next button. NOTE: Passwords can be changed via a link on the Parent Portal home page after the registration process is complete.



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**Step 2** Account Information

Please Enter The Following Information About Yourself

Email Address:

Verify Email Address:

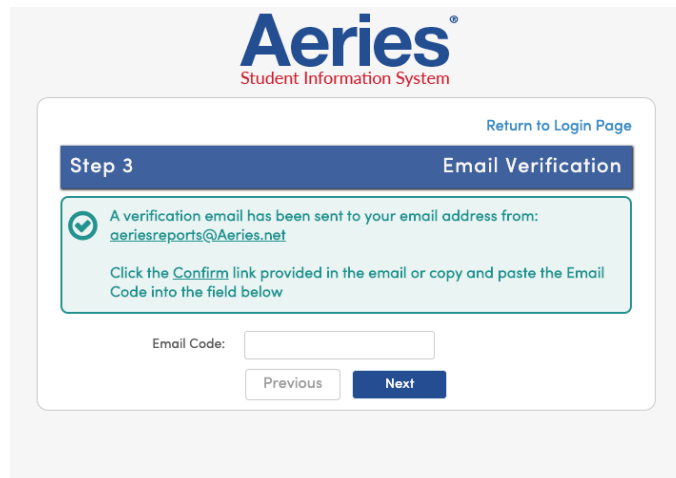
Password:

Retype Password:

 A verification email will be sent to your email address from: [aeriesreports@Aeries.net](mailto:aeriesreports@Aeries.net)  
Before continuing, please add this email address to your [contacts](#) or [safe senders list](#), to ensure you receive this email.

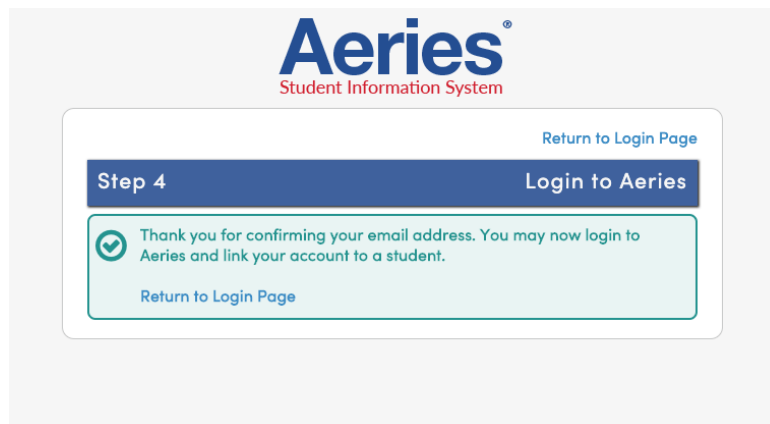
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## 3. Step 3 Email Verification



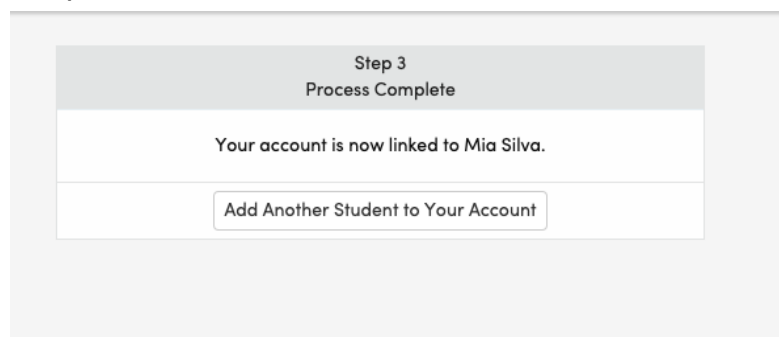
The screenshot shows the Aeries Student Information System interface for Step 3: Email Verification. At the top, the Aeries logo is displayed with the tagline "Student Information System". A link "Return to Login Page" is in the top right. The step title "Step 3" and "Email Verification" are in a dark blue header. A green checkmark icon is next to a message box stating: "A verification email has been sent to your email address from: [aeriesreports@Aeries.net](\"mailto:aeriesreports@Aeries.net\"). Click the [Confirm](\"#\") link provided in the email or copy and paste the Email Code into the field below". Below this is an "Email Code:" label and an empty text input field. At the bottom are "Previous" and "Next" buttons.

#### 4. Step 4 Login to Aeries



The screenshot shows the Aeries Student Information System interface for Step 4: Login to Aeries. At the top, the Aeries logo is displayed with the tagline "Student Information System". A link "Return to Login Page" is in the top right. The step title "Step 4" and "Login to Aeries" are in a dark blue header. A green checkmark icon is next to a message box stating: "Thank you for confirming your email address. You may now login to Aeries and link your account to a student." Below this is a "Return to Login Page" link.

#### 5. Process Complete



The screenshot shows the Aeries Student Information System interface for Step 3: Process Complete. The header is grey and contains the text "Step 3" and "Process Complete". Below this is a white box with the text "Your account is now linked to Mia Silva." and a button labeled "Add Another Student to Your Account".

If you have multiple students, click on “Add Another Student to Your Account” button and repeat the process.