

Request for OUSD Parent Portal Account

- Please complete the form below to request an OUSD Parent Portal account and submit the form **in person** to the school that your student attends. You must provide a valid picture ID, i.e. California driver's license, when you turn in the parent portal account request form at school.
- After your OUSD Parent Portal account has been created, you will receive an email confirmation from the School Principal.
- The email message will provide your OUSD Parent Portal username and temporary password. Please change the temporary password after you log in for the first time. The email message will also contain a web link that you can click to go to the OUSD Parent Portal.
- You can also access the OUSD Parent Portal by going to the OUSD home page (www.orangeusd.org) and clicking Parent Portal from the Parent Resources link.
- If you have problems accessing your existing OUSD Parent Portal account, please complete the Parent Portal Support Request section of the form below and submit it by email to school-email-address or fax to [school fax number](tel:school-fax-number) for assistance.

(Cut here and submit form below)

OUSD Parent Portal Account Request	
Date of Request:	
Current School:	
Student Name (1):	
Student Birthdate (1):	
Student Name (2):	
Student Birthdate (2):	
Parent/Guardian Name:	
Relationship to Student:	
Daytime Telephone Number:	
Email Address for Parent Portal Account:	

Parent Portal Support Request (Please Check One)
<input type="checkbox"/> Requesting new OUSD Parent Portal account
<input type="checkbox"/> Problems accessing existing OUSD Parent Portal account (please provide short description):

For School Use Only:

Student's Perm ID: _____

Parent/Guardian Identification Checked

Designated School Staff (please print/initial): _____