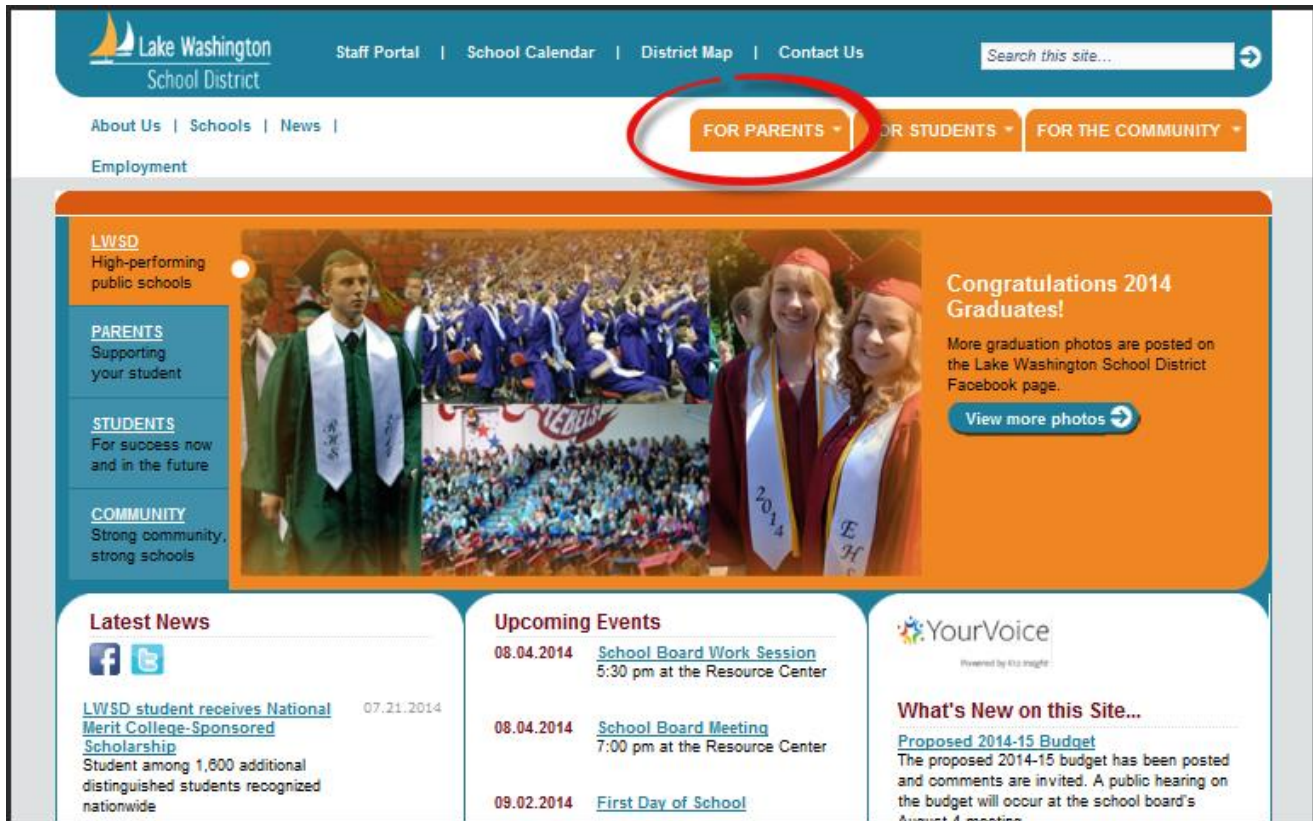


LWSD Parent Portal Registration Instructions

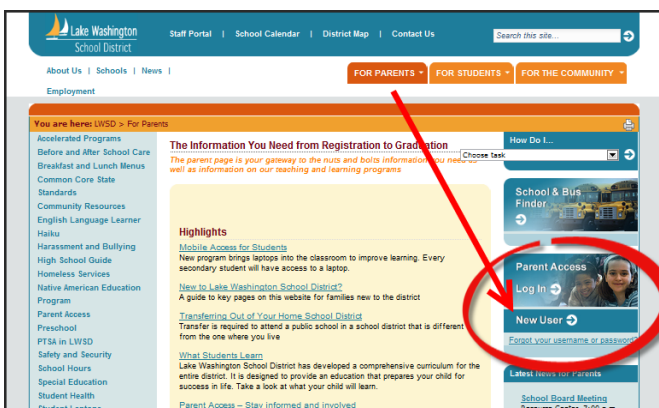
This document is designed to assist you in registering an account in the Parent Portal. This will allow you to check your student's information in Skyward, access Haiku classes created by your child's teachers, etc.

As a parent or guardian, you may activate your account by accurately entering your first and last name, along with the email address that the district already has on file on the [Parent Access registration page](#). If you do not have an email address on file, please go to the office of the school your child attends, and supply an email address. They will need to confirm your identity for your child's security and protection.

1. Point your Internet browser to the Lake Washington School District website, located at <http://www.lwsd.org>
2. Click on the **[For Parents]** tab.



3. Click the link titled **[New User]**.
4. Click the link titled **[Register Now]**.

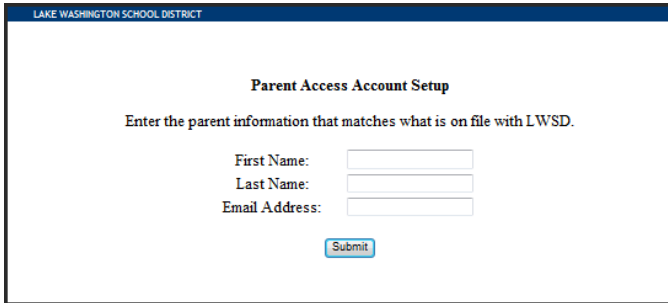


LWSD Parent Portal Registration Instructions

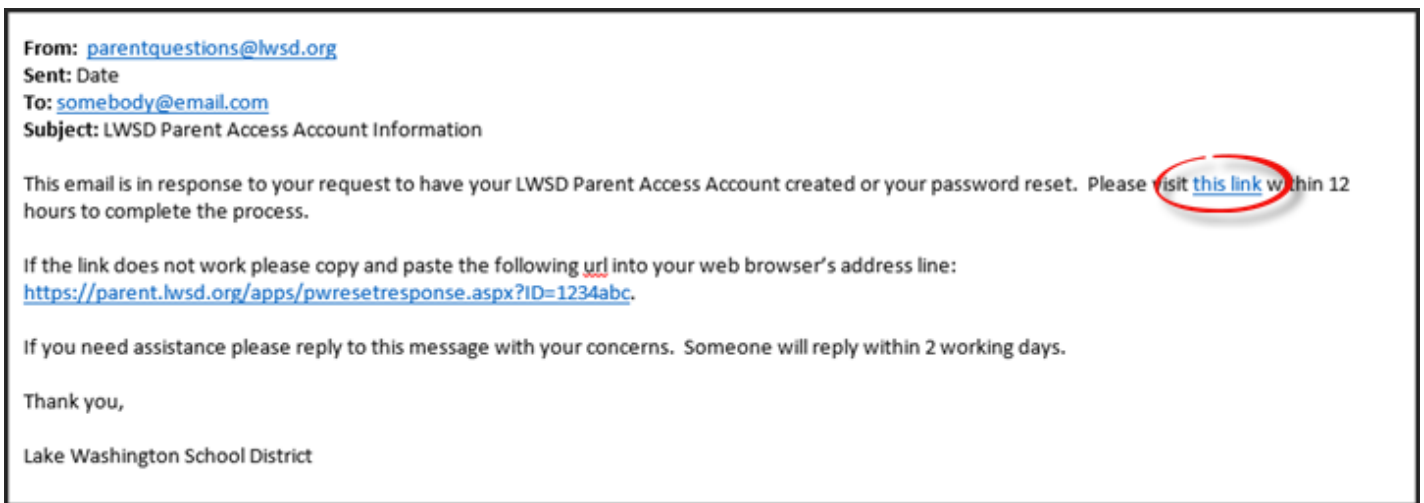
5. Enter your *first name, last name, and email address*.
6. Click the **[Submit]** button.

7. The information in **red** will give you further directions on the registration process.

Note: This information must match the records on file at your child's school. If you were not able to register, contact your child's school directly to check how your name or email must be entered.



8. Check your email. You should receive an email from the **LWSD Parent Questions** account.



9. Open the email and click on the link to complete the registration process.
10. Once you successfully login to Parent Access, you can change your password by clicking on the Change Password link under the "All portal users" section on the right hand side.

Note: Check to make sure that popup blockers are disabled. Popup blockers must be turned off to use Parent Access.

If you have any problems registering for Parent Access, send an email to: ParentQuestions@lwsd.org.