

# Updating Email Address – PowerSchool Parent Portal

1. Go to the following website: <https://www.nlcs.k12.in.us/>
2. Click on Parent Portal



3. Click on PowerSchool PARENT PORTAL

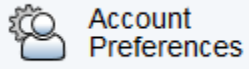


4. Login with your Parent Portal Username and Password

The login page for PowerSchool SIS. It features a dark blue header with the PowerSchool logo and "PowerSchool SIS". Below the header is the title "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". Below these are two input fields for "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is positioned at the bottom right of the form area.

5. Click Sign In

6. Under Navigation, choose Account Preferences on the left hand side of the menu:



7. Type in your new account email address

Account Email:

minniemouse@nlcs.k12.in.us

8. Click Save