

The Parent PIN # - Parent Portal

Parents requesting a Parent Portal account must visit their child's school to obtain a **Parent PIN** number which will be required to create an account to access the Parent Portal.

- Parents must provide the school personnel with a picture ID for verification.
- School verifies parental rights or guardianship.
- Parents fill out and sign the Parent Portal Identification form (FM-7052E 10-06).
- School files the completed form.

The IVR PIN # - Automated Gradebook System

Parents/Guardians that do not have Internet access, can obtain their child's grades and attendance via the telephone, by calling the **Automated Gradebook System** at **(305) 995-1234**.

To access the **Automated Gradebook System**, Parents/Guardians must obtain the **Interactive Voice Response (IVR) PIN** number at the child's school. [For verification, see the above required information.].

The Parent Portal Identification Form

The **Parent PIN** number and **IVR PIN** number will be programmatically created by *ITS* and will be displayed in *ISIS* on the *Parent Information* screen (*PF8*). Each child will have a **Parent PIN** number and **IVR PIN** number.

Parents must complete the Parent Portal Identification Form (FM-7052E 10-06). The form will be filed in the student's cum folder. To obtain the form access the following Web site:

<http://forms.dadeschools.net/webpdf/7052.pdf>

The Parent Portal Identification form is available in English, Spanish and Creole.



Parent Portal Identification

Parents registering with the Miami-Dade County Public Schools Parent Portal will be required to enter a Parent PIN number for each child registered. To obtain the PIN number, the parent must provide school personnel a picture ID for verification. The parent must sign below that they have received their Parent PIN number. This form will be filed in your child(ren)'s cumulative folder.

1. Student Name _____
Student ID # _____
Parent PIN # _____

2. Student Name _____
Student ID # _____
Parent PIN # _____

3. Student Name _____
Student ID # _____
Parent PIN # _____

Should you need assistance with the registration process for the Parent Portal, contact your child's school directly.

Parent Signature _____ Date _____

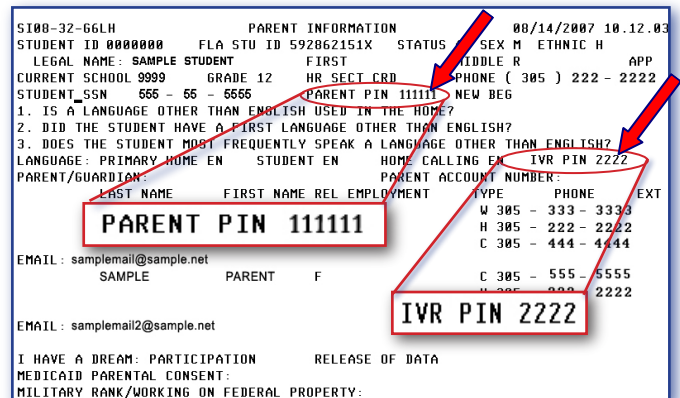
FM-7052E (10-06)

To Find the Parent PIN # and the IVR PIN

To get the Parent PIN number and the IVR number,

- ▼ Sign-on to ISIS
- ▼ Press PF8 PARENT INFORMATION
- ▼ Type the STUDENT ID number
- ▼ Press Enter

The Parent Information screen will be displayed.



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SI08-32-66LH          PARENT INFORMATION          08/14/2007 10.12.03
STUDENT ID 0000000  FLA STU ID 592862151X  STATUS  SEX M  ETHNIC H
LEGAL NAME: SAMPLE STUDENT  FIRST  MIDDLE R  APP
CURRENT SCHOOL 9999  GRADE 12  HR SECT CRD  PHONE ( 305 ) 222 - 2222
STUDENT_SSN  555 - 55 - 5555  PARENT PIN 11111  NEW BEG
1. IS A LANGUAGE OTHER THAN ENGLISH USED IN THE HOME?
2. DID THE STUDENT HAVE A FIRST LANGUAGE OTHER THAN ENGLISH?
3. DOES THE STUDENT MOST FREQUENTLY SPEAK A LANGUAGE OTHER THAN ENGLISH?
LANGUAGE: PRIMARY HOME EN  STUDENT EN  HOME CALLING EN  IVR PIN 2222
PARENT/GUARDIAN:  PARENT ACCOUNT NUMBER:
LAST NAME  FIRST NAME REL EMPLOYMENT  TYPE  PHONE  EXT
PARENT PIN 11111
EMAIL: samplemail@sample.net
SAMPLE  PARENT  F  C 305 - 555 - 5555
H 305 - 222 - 2222
C 305 - 444 - 4444
IVR PIN 2222
H 305 - 222 - 2222
C 305 - 555 - 5555
H 305 - 444 - 4444
EMAIL: samplemail2@sample.net
I HAVE A DREAM: PARTICIPATION  RELEASE OF DATA
MEDICAID PARENTAL CONSENT:
MILITARY RANK/WORKING ON FEDERAL PROPERTY:
  
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For Assistance

If a question is received that school staff cannot answer, the question should be submitted through Heat Self Service, <http://selfservice.dadeschools.net>.