

Dear Parents:

Please be advised that **Student Report Cards** will be accessible on **Day, February Date at 4:00 PM**. In order to see your child's information, you must have a PowerSchool Parent Account.

***To create an account, follow the instructions below:***

1. Open the Internet browser on your **desktop computer or laptop, NOT a mobile device, iPad, or tablet.**
2. Type <https://aiswest.powerschool.com/public> into the address bar.
3. Click on the **Create Account** tab.  
Then click on the **blue Create Account** button.

**Parent Account Details:**

Complete the fields with your specific information.

**Link Students to Account:**

You must link your child/children to your parent account in order to access student information.

**Access ID = STUID###**

Type **STUID** followed by your child's student ID number

Example: **STUID1234**

**Access Password = 123@aisw**

4. Click the **blue Enter** button to finish creating your account.
5. Once your account is created, enter the username and password you chose for your parent account to access your PowerSchool account.

***If you should have any questions, please email [support@aiswest.com](mailto:support@aiswest.com).***

Regards,  
Support Team