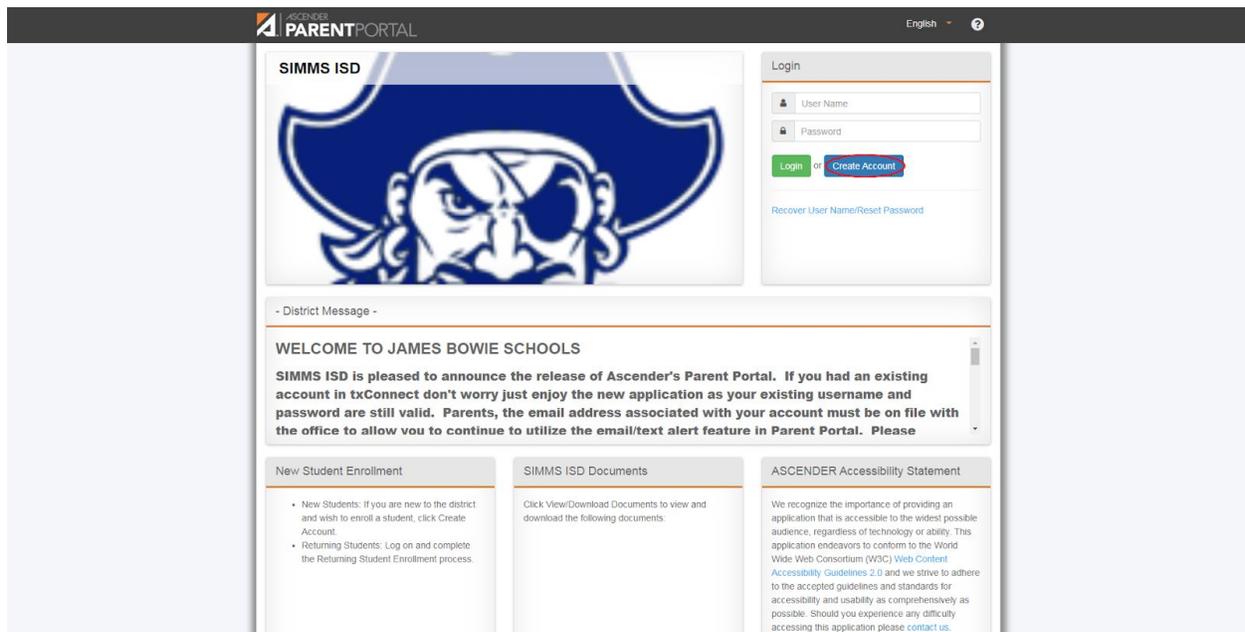


TASK 1: Creating a Parent Portal Account

Step 1: Creating an Account

This is for new users only. If you currently have an active Parent Portal account, please skip to TASK 2

1. Visit the Parent Portal Website:
<https://txeis08.txeis.net/ParentPortal/login?distid=019909>
2. Select “Create an Account”

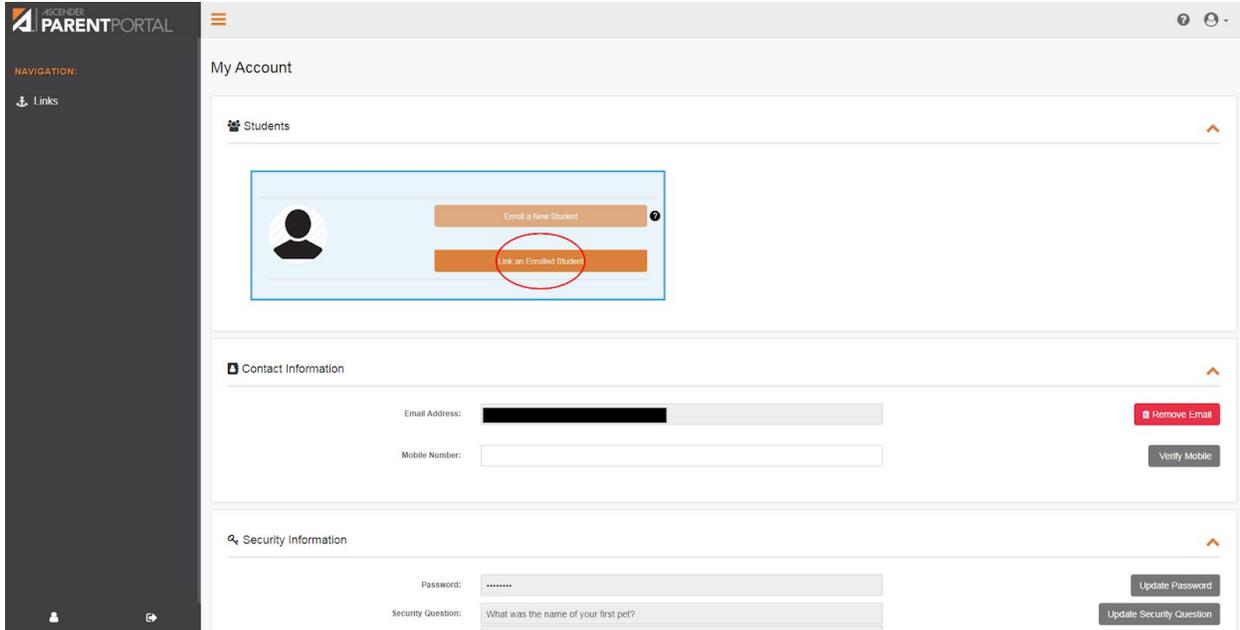


3. Create a Username and Password, then enter your email address and phone number (optional). Select “Next”
4. Select and answer a Hint Question. Select “Next”
5. Select “Finish”
6. Using the email address used to create your account, please send an email to parentportal@simmsisd.net requesting the Portal ID(s) for your student(s). Be sure to list each of your Simms ISD students in the email.

Step 2: Linking Students to Parent Portal Account

Once you receive an email reply with the Portal ID, you can continue with the second portion of Parent Portal Setup, which is linking your student to your account.

1. Login to your Parent Portal account:
<https://txeis08.txeis.net/ParentPortal/login?distid=019909>
2. Select “Link an Enrolled Student”



3. Enter your student's Portal ID and date of birth. Select "Add"
4. Follow steps 1-3 above to add multiple students to your account
5. You will then be able to verify your email and mobile number, and you must do so in order to set up alerts, register your returning student, or update student information.

After all steps are completed, you are ready to register your returning student. Simply login to your Parent Portal account and select "Register Returning Student", follow the instructions and submit when finished.

TROUBLESHOOTING TIPS:

*PLEASE FOLLOW ALL INSTRUCTIONS ABOVE CAREFULLY!

*If you already have a parent portal account, and your student(s) are already linked to it but you still cannot find the "Register" button on your account page: **Please email parentportal@simmsisd.net from the email address you used to create your parent portal account.**

*If you are still having trouble, please contact parentportal@simmsisd.net. **EMAIL IS THE BEST WAY TO RECEIVE SUPPORT**

Thank you,
Simms ISD