

# Ascender Parent Portal New User

WEBSITE [www.sabineisd.org](http://www.sabineisd.org)  
Click "Parent Portal"



## 1. Click "Create Account"

A dark-themed login form titled 'Login'. It features two input fields: 'User Name' and 'Password'. Below the fields is an orange 'Login' button. At the bottom, there is a link 'Don't have an account yet?' with a red box around it and a red arrow pointing to it. Below this link is a 'Create Account' button. Further down is a link 'Forgot your password?' with a 'Reset Password' button below it.

## 2. Create User Name & Password

A 'Create Account' page with a progress indicator showing three steps: 'User Information' (active), 'Security Question', and 'Complete'. The 'User Information' section contains four input fields with associated requirements:

- User Name:** Input field with a person icon. Requirement: 6-25 alphanumeric characters.
- Password:** Input field with a magnifying glass icon and a toggle eye. Requirement: 8-46 characters using 3 of the following:
  - UPPERCASE letters
  - Lowercase letters
  - Numbers (0-9)
  - Special characters
- Re-enter Password:** Input field with a magnifying glass icon and a toggle eye. Requirement: Passwords must match.
- Email Address:** Input field with an envelope icon. Requirement: Required.

- Please take notice of the requirements when creating User Name & Password.
  - Also, an email is needed for verification. Click “Next”
- \*\*\*Please provide an email address or mobile number**

User Name: 777rich ✓ • 6-25 alphanumeric characters

Password: Dr123456 ✓ • 8-46 characters using 3 of the following:  
○ UPPERCASE letters  
○ Lowercase letters  
○ Numbers (0-9)  
○ Special characters

Re-enter Password: ..... ✓ • Passwords must match

Email Address: Example\_01@exp.com ✓ • (Optional)

Mobile Number (10 digits): Ex.(210)123-1234 • (Optional)

Next Cancel

### 3. Select Question and Provide Answer Click “Next”

Security Question

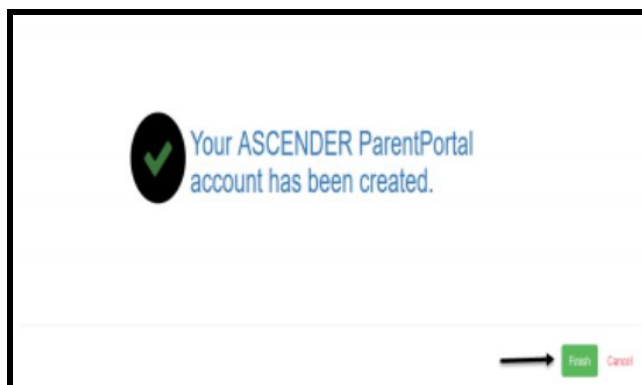
This information will assist you in resetting a lost password.

Select Question: What was the name of your first pet?

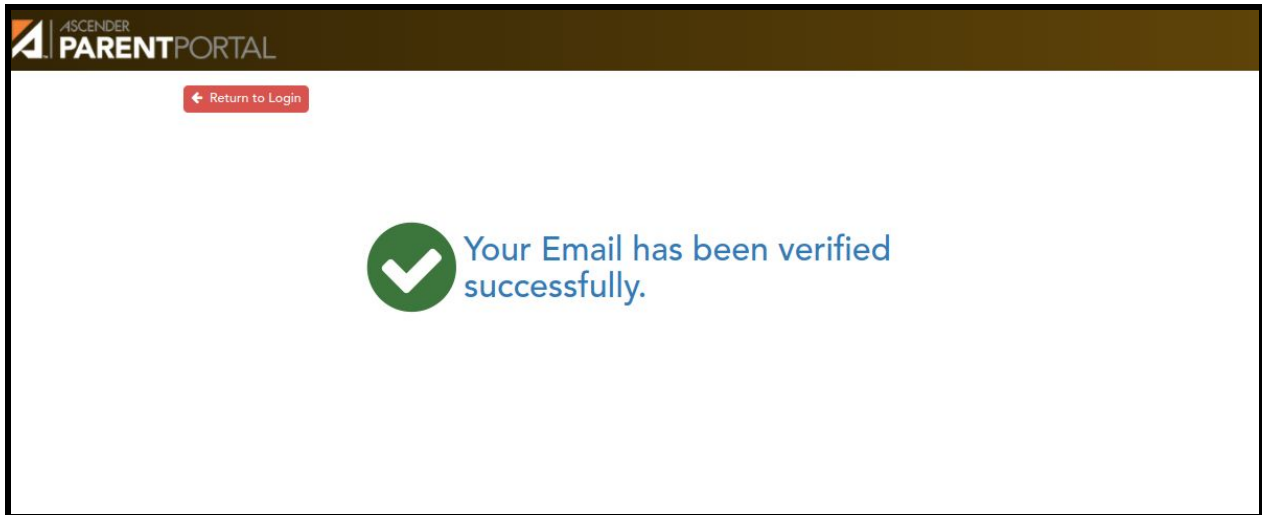
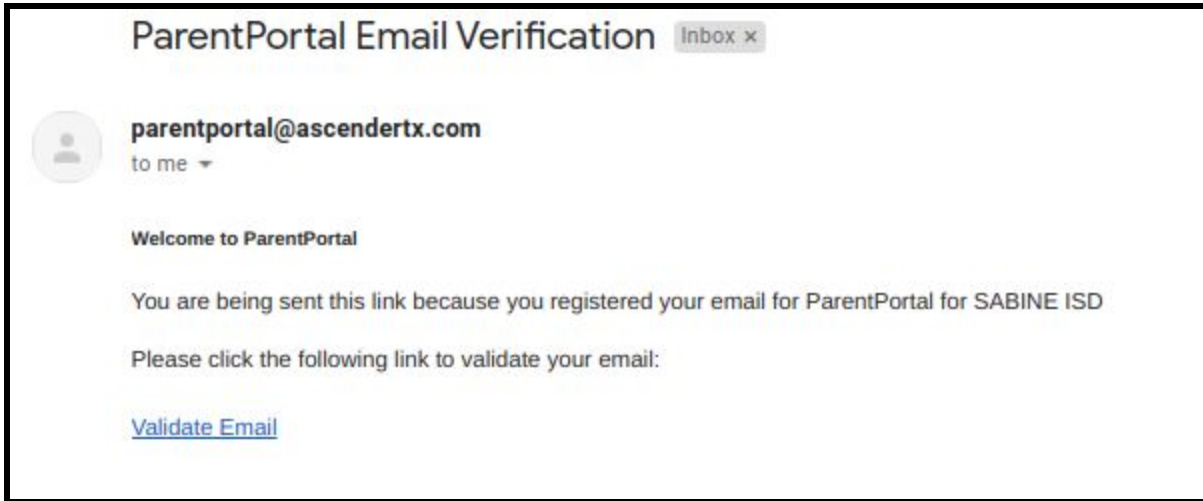
Answer: Answer

Back Next

### Click “Finish”



**4. Please verify your email address**  
**Go to your email account and “Validate Email”**



**5. Click “Link an Enrolled Student”**



## 6. Portal ID & Date of Birth

The screenshot shows a web form titled "Link an Enrolled Student" with a close button (X) in the top right corner. Below the title is a grey instruction box: "Obtain the ParentPortal ID from the student's campus." The form contains two input fields: "ParentPortal ID:" with a placeholder "ParentPortal ID" and "Birth Date (MM/DD/YYYY):" with a placeholder "Birth Date (MM/DD/YYYY)" and an example "(Ex: 03/11/1994)". At the bottom right are "Cancel" and "Add" buttons. Red boxes highlight the "ParentPortal ID" field and the "Add" button, with red arrows pointing to them from the top right.

### 6. Click "Add"

You can get the Portal ID from the school office