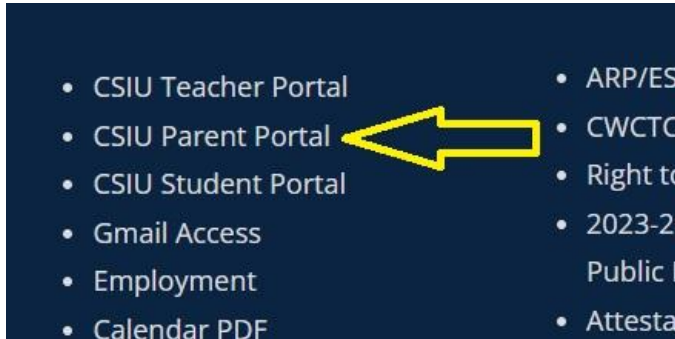
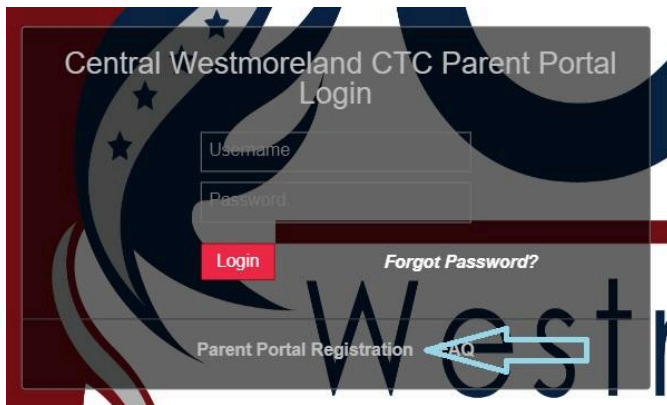


Parent Portal- Creating an Account

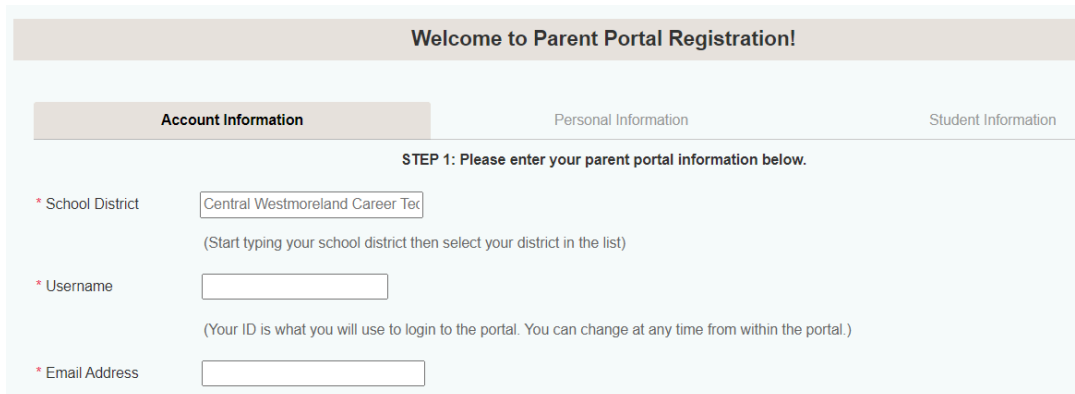
1. Go to the website: www.cwctc.org. At the bottom of the main page are *links* and *contact info*.
2. Click on "CSIU Parent Portal".



3. After clicking on the link, you will then click on "Parent Portal Registration". You will need your student's six digit CWCTC school ID. **(Students receive first week of school)**



4. Complete the three registration steps to create your account. The "School District" is **Central Westmoreland Career and Technology Center** and the "Username" is your student's ID number.

A screenshot of the "Welcome to Parent Portal Registration!" page. The page has a light blue background. At the top, there is a header "Welcome to Parent Portal Registration!". Below the header, there are three tabs: "Account Information", "Personal Information", and "Student Information". The "Account Information" tab is selected. Below the tabs, there is a heading "STEP 1: Please enter your parent portal information below." and three registration fields: "* School District" (with a dropdown menu showing "Central Westmoreland Career Tec"), "* Username" (with an empty input field), and "* Email Address" (with an empty input field). Below the "School District" field, there is a note: "(Start typing your school district then select your district in the list)". Below the "Username" field, there is a note: "(Your ID is what you will use to login to the portal. You can change at any time from within the portal.)".

5. Complete the remainder of the information requested and click on the blue button on the bottom right that reads: Create Account Information.

Please email Mrs. Heather Martin at heather.martin@cwctc.org if you have any questions.