How to create a new PowerSchool account (if you have not already done so)
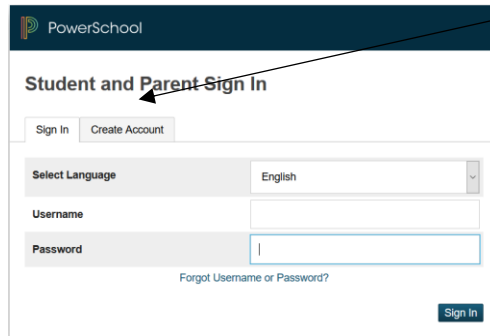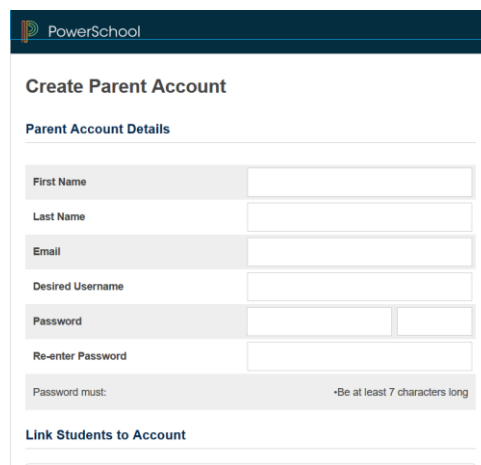
Open an internet browser and go to https://ps.lethsd.ab.ca and click on the Create Account tab and

Enter your information, email address and what you want to use as a username and password for your login.
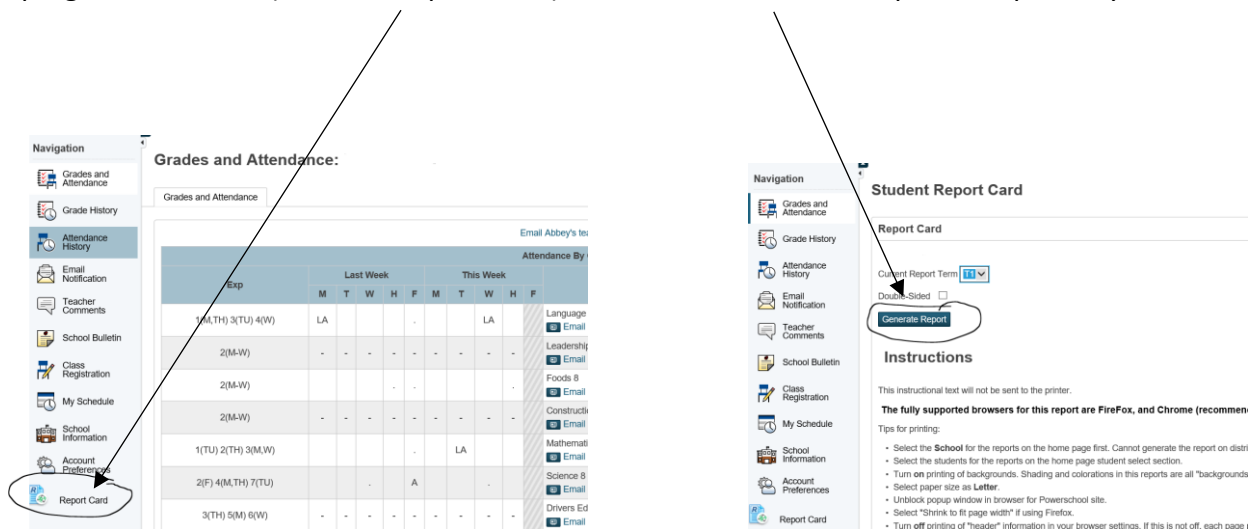
Once you have entered in your child's name, Access ID and password (which you can get from your school office), select relationship. You are able to add multiple children at once if you need to.

Once you have entered the applicable information press Enter at the bottom

Accessing your child's Report Card

After logging into the Parent Portal, (on your school website **http://gp.lethsd.ab.ca** click on the P (top right hand corner) click on Report Card). Then select Generate Report and print if you choose