



PowerSchool Parent Portal Guide

St. Joseph Catholic School · Parent Technology Instructions

This guide explains how parents and guardians access the Diocese of Arlington PowerSchool Parent Portal, create a parent account, link students, monitor academic information, and view report cards. PowerSchool is used for grades, attendance, assignments, demographic information, emergency contacts, and electronic report cards.

PowerSchool Parent Portal

Portal website: arlingtondiocese.powerschool.com/public

Access IDs and Access Passwords are provided by the school — request yours at sjhelpdesk.sjschoolva.org/powerschool.

Create a parent account

1. Open the PowerSchool Parent Portal website.
2. Select **Create Account**, then choose **Create Account** again if prompted.
3. Enter the parent or guardian account information, including your name, email address, username, and password.
4. Under **Link Students to Account**, enter each student's name, **Access ID**, **Access Password**, and your relationship to the student.
5. Select **Enter** to finish creating the account. If email verification is required, open the verification email and follow the instructions.

Account creation note

Each parent or guardian should use their own parent account. Do not share passwords. If you do not have the Access ID or Access Password for your child, request it at sjhelpdesk.sjschoolva.org/powerschool or submit a support ticket.

Sign in and use PowerSchool

1. Return to the PowerSchool Parent Portal website.
2. Enter your parent username and password, then select **Sign In**.
3. Use the left-side menu to review grades, attendance, assignments, report cards, and student information.
4. For report cards, log in during the viewing window communicated by the school. St. Joseph Catholic School does not send report cards by email.



5. To update demographic information or emergency contacts, follow the instructions in PowerSchool or submit a support request if the information cannot be changed directly.

PowerSchool mobile app

- The PowerSchool Mobile app is available for iOS and Android.
- After installing the app, use the Diocese of Arlington district code **JJGQ** when prompted.

Need help?

Get instant self-service help on the **SJS IT Self Service Portal** — sjhelpdesk.sjschoolva.org — including student login info, password recovery, and setup guides. Still stuck? [Submit an IT ticket](#) and our team will follow up, or email SJhelpdesk@sjschoolva.org.