

To the Parent/Guardian of:

The Jefferson Parish Public School System is pleased to announce the launch of our **Student Progress Center** on **September 25, 2017** through **JCampus**, our new student information system. The **Student Progress Center** will allow you to monitor your child's attendance, grades, teacher notices, etc. It is crucial to your child's academic progress and overall performance that communication between the school and family be immediate and consistent. As a school community, development and academic growth are as important to us as they are to you. Therefore, we are asking you to make time to create an account which will allow you to monitor your child's progress and opportunities for improvement.

Please follow the detailed instructions listed to create your account. Note that each adult listed below may create an account to monitor student progress. If a name needs to be added or deleted, please let the secretary at your child's school know. For comments and/or concerns regarding the timely submission of grades within JCampus, please contact your child's principal so that he or she may resolve the issue immediately.

### **Directions**

1. Go to [www.jpsschools.org](http://www.jpsschools.org).
2. Scroll to the bottom of the site and under "**PARENTS**" click on the "**Student Progress Center**".
3. On the Student Progress Center site, right side, click "**Register New User**". A webpage asking for "**Relationship**", "**Last Name**", "**First Name**", and "**PSN Number**" will be displayed.
4. Use your information printed at the bottom of this page to enter your information in the fields, and then click "**Continue**".
5. A page to create your login and password will appear, along with security questions in case the password is forgotten.
6. After completing the account information, you will be directed to the start screen.
7. Click your child's picture icon to view details such as grades, attendance, test scores, transcripts, etc...
8. To access the Help system: Click "**Help**" on the login page, OR, in the student listing page, on the far right, "**Action**" then "**Help**".

If you have trouble creating an account, please carefully check the information on this form and try again. If it does not work after carefully checking the information, contact your child's school.

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