

STANDARD WORK

Acknowledging the Student Handbook

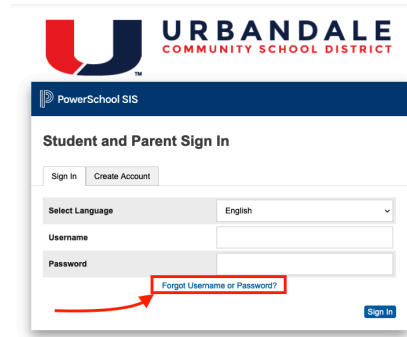
STEPS FOR COMPLETION

Step 1: Login to PowerSchool

Log into your parent portal at:
<https://powerschool.urbandale.k12.ia.us/public/home.html>

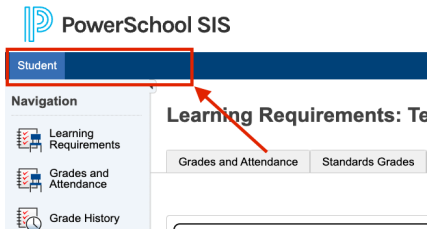
If you can't remember or don't know your Username / password, click the "Forgot Username or Password" link at the bottom of the page.

If you login and cannot view your student's information, or you are being prompted to enter your student's access ID or password, please contact kochera@urbandaleschools.com



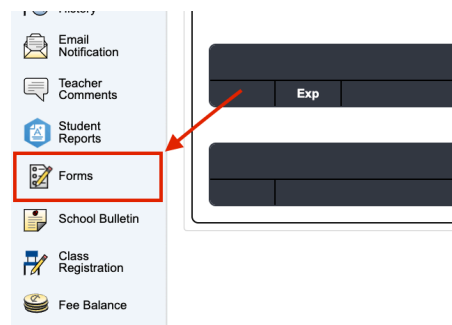
Step 2: Select Student

Once logged in, select the name of the student you would like to complete the form for.



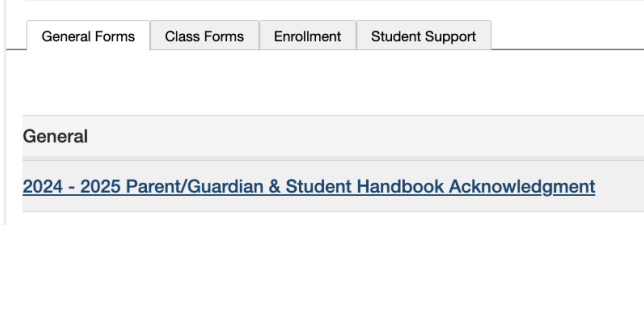
Step 3: Navigate to Forms

Click the Forms tab on the left panel.



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Step 4: View Acknowledgement Form	
<p>After clicking on 'Forms' you will be taken to the General forms page. The first form on the page is the '2024 - 2025 Parent/Guardian & Student Handbook Acknowledgment'. Click on the title of the form.</p>	

Step 5: Submit Form	
<p>The form contains the link to the student/parent handbook and can be viewed at your convenience. You will need to check both checkboxes and then type your name for your signature. Then click the submit button in the bottom right hand corner of the screen.</p>	