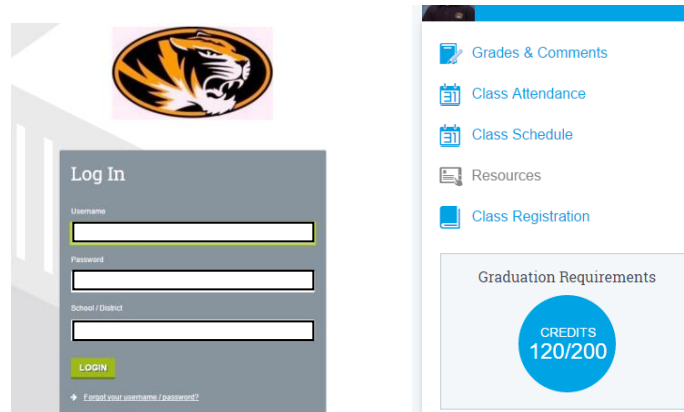


Parent/Student Portal Log-In/Log-Out Information

Please follow these directions in order to review your student's school information (grades, missing assignments, etc...)

- 1) Go to the College Prep Website: www.MyCPMS.net
- 2) Click the “**Parent Portal**” button on the home page.
- 3) Log-In: Log-In using the same e-mail & password that you used for online registration.



- 4) Once you Log-In, it will bring you to the “**Household Dashboard**” screen. From here, you can click on Grades & Comments, Attendance or other items. If you have multiple students, they will all show up on this screen.
- 5) Click on the “**Grades And Comments**” link on the Portal home page. This first page will give you an overview of your student's grades. In order to see detailed information, click on “**View Assignments**” link.
- 6) Log-Out: To Log-Out from portal, click on the grey “**Log-Out**” button on the top of the page. You must then Log-Out from Household Dashboard by clicking on the blue “**Log-Out**” button on the top of the page.
- 7) Close the browser page.

Forgot your username or password?

If you forget your username or password, please e-mail Ms. Socorro to reset it for you.

SRedding@MyCPMS.net

Important Note

***Parents & Students CANNOT be logged in
at the same time in the same browser***