Miami-Dade County Public Schools
giving our students the world

Information Technology Services

The Parent PIN # - Parent Portal

Parents requesting a Parent Portal account must visit their child's school to obtain a **Parent PIN** number which will be required to create an account to access the Parent Portal.

- Parents must provide the school personnel with a picture ID for verification.
- School verifies parental rights or guardianship.
- Parents fill out and sign the Parent Portal Identification form (FM-7052E 10-06).
- School files the completed form.

The IVR PIN # - Automated Gradebook System

Parents/Guardians that do not have Internet access, can obtain their child's grades and attendance via the telephone, by calling the **Automated Gradebook System at (305) 995-1234**.

To access the **Automated Gradebook System**, Parents/Guardians must obtain the **Interactive Voice Response (IVR) PIN** number at the child's school. [For verification, see the above required information.].

The Parent Portal Identification Form

The **Parent PIN** number and **IVR PIN** number will be programmatically created by *ITS* and will be displayed in *ISIS* on the *Parent Information* screen *(PF8)*. Each child will have a **Parent PIN** number and **IVR PIN** number.

Parents must complete the Parent Portal Identification Form (FM-7052E 10-06). The form will be filed in the student's cum folder. To obtain the form access the following Web site:

http://forms.dadeschools.net/webpdf/7052.pdf

The Parent Portal Identification form is available in English, Spanish and Creole.
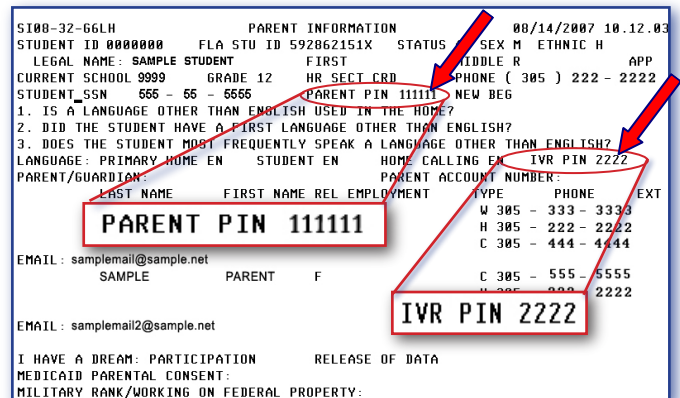
To Find the Parent PIN # and the IVR PIN

To get the Parent PIN number and the IVR number,

▼ Sign-on to ISIS
▼ Press PF8 PARENT INFORMATION
▼ Type the STUDENT ID number
▼ Press Enter

The Parent Information screen will be displayed.

For Assistance

If a question is received that school staff cannot answer, the question should be submitted through Heat Self Service, http://selfservice.dadeschools.net.