



SAN BERNARDINO CITY  
UNIFIED SCHOOL DISTRICT  
*Making Hope Happen*

## **SBCUSD Parent Portal Account Set-Up**



### **Step-by-Step Instructions for Setting up the Aeries Parent Portal Account**

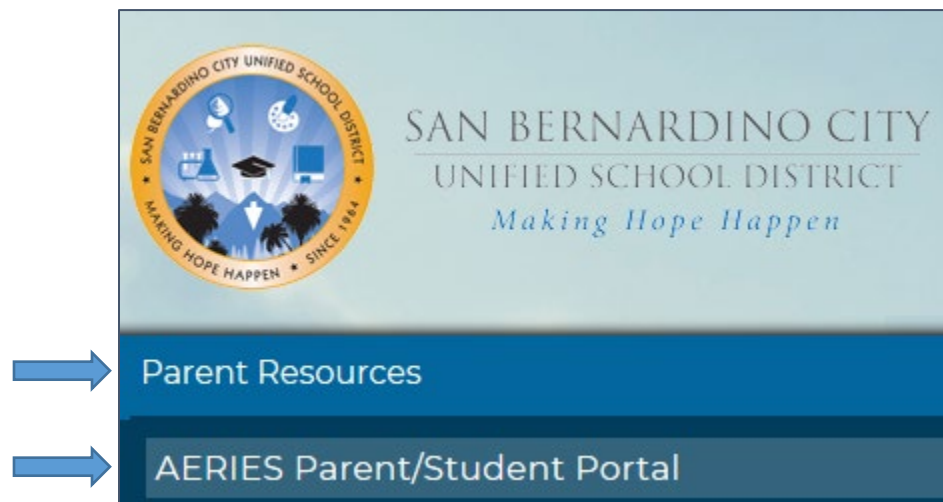


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## Aeries Parent Portal Instructions

**Before you begin, be sure to get your student's Verification Code from your student's school. You will need it before you can setup your Aeries Parent Portal account.**

1. Open your internet browser and go to the San Bernardino Unified School District web page (**sbcusd.com**).
2. Mouseover the **Parent Resources** link at the top of the page and click on **AERIES Parent/Student Portal**.



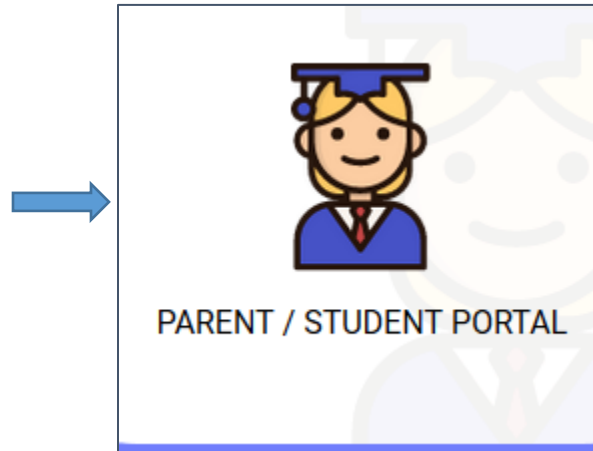
3. Click on the **AERIES Parent/Student Portal Login** link.



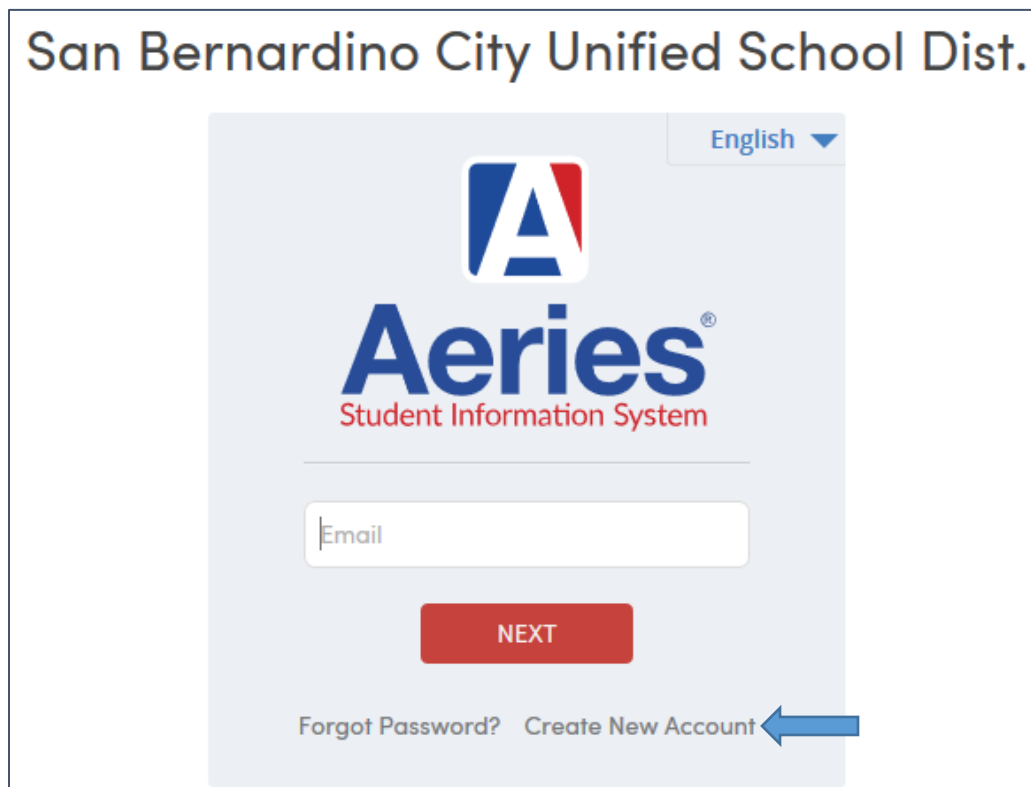


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4. Click on the **PARENT / STUDENT PORTAL** button.



5. Click on the **Create New Account** link.





6. Select **Parent/Guardian** and click the **Next** button.

Return to Login Page

Step 1 Account Type - Parent/Guardian or Student

Parent/Guardian  Student

Previous Next

7. Enter your **Email Address** and re-type it to verify it. Input a **Password** and re-type it. Click the **Next** button.

Step 2 Account Information

Please Enter The Following Information About Yourself

Email Address: john.flores@gmail.com

Verify Email Address: john.flores@gmail.com

Password: ●●●●●●

Retype Password: ●●●●●●

\* A verification email will be sent to your email address from:  
[AeriesReports@aeries.com](mailto:AeriesReports@aeries.com)


Before continuing, please add this email address to your contacts or safe senders list, to ensure you receive this email.

Previous Next




8. A verification email will be sent to your email account from **AeriesReports@aeries.com**.

**Step 3** **Email Verification**

 **A verification email has been sent to your email address from:**  
**[AeriesReports@aeries.com](mailto:AeriesReports@aeries.com)**


9. Go to your email account and open the email from **[AeriesReports@aeries.com](mailto:AeriesReports@aeries.com)**.

**Aeries Account Verification(john.flores@sbcusd.k12.ca.us)**

 **Inbox x**


10. Click on the **Confirm This Email Address** link.

**AeriesReports@aeries.com** 12:05 PM (1 minute ago) ☆ ↶ ⋮

 to me ▾

Thank you for registering for an Aeries account. In order to ensure the account was requested by you, please click on the appropriate link below or copy and paste the URL into the Address bar of your browser.

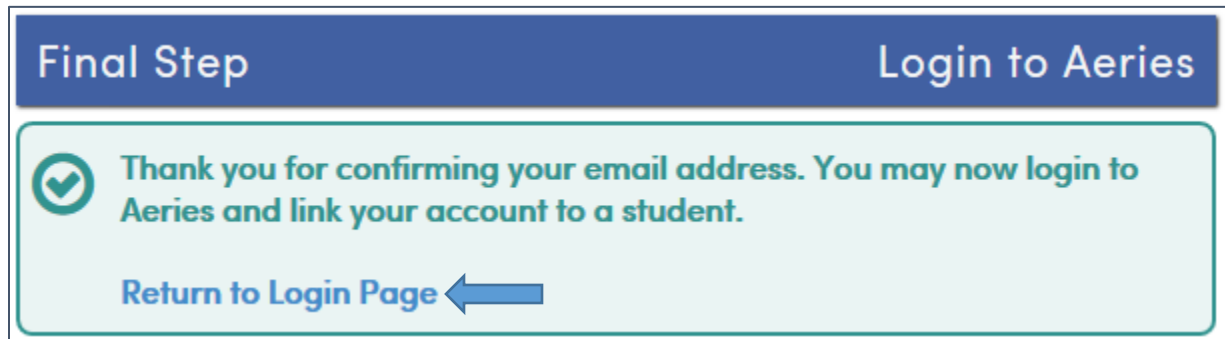
If you can, please click on the following links to confirm or reject this account:

 **[Confirm This Email Address](#)**

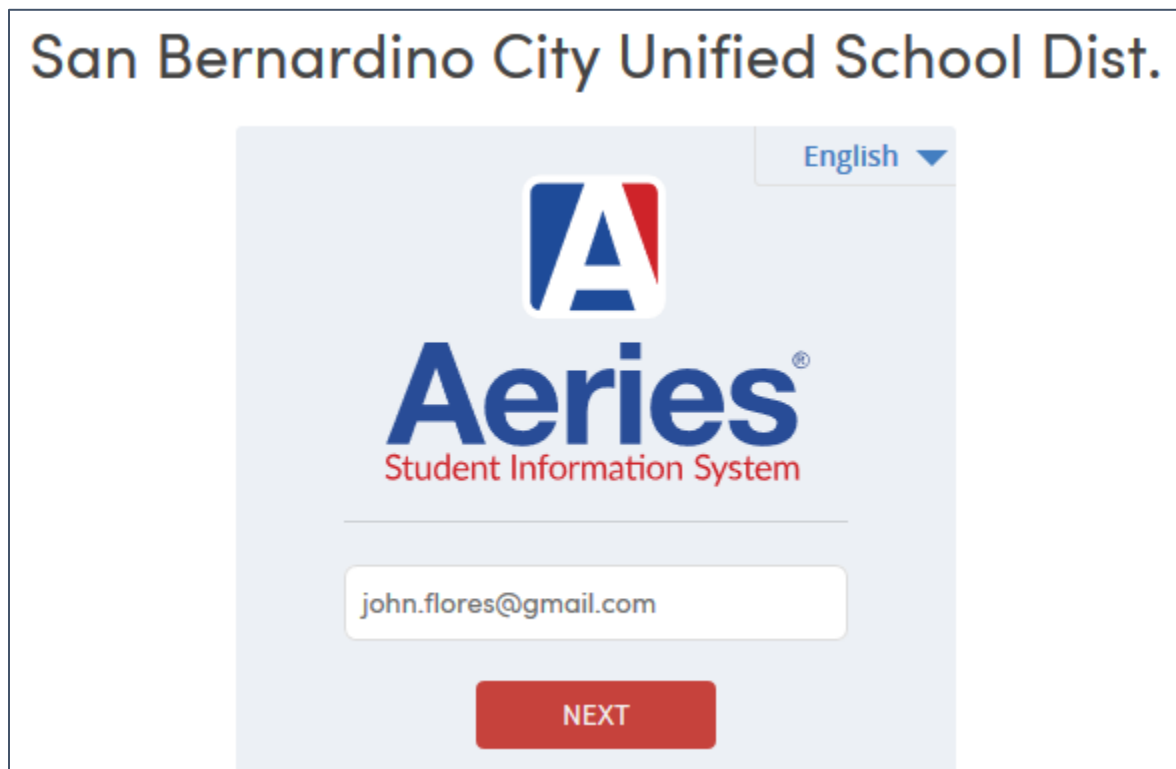


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11. An internet browser will open and a message will display stating that your account has been verified. Click the **Return to Login Page** link.



12. Enter your email address and click the **NEXT** button.





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13. Input your password and click the **SIGN IN** button.

A screenshot of the Aeries Student Information System login page. At the top, it says "San Bernardino City Unified School Dist." in a large, dark font. Below this, there is a light blue header with a language dropdown menu set to "English". The Aeries logo, a stylized "A" with red and blue sections, is centered above the word "Aeries" in a large blue font, with "Student Information System" in a smaller red font below it. A white password input field with a left-pointing arrow and a series of dots is positioned below the logo. At the bottom center, there is a red button with the text "SIGN IN" in white.

14. In the **Student Permanent ID Number** field, enter the student's 6-digit permanent ID number. You can get this information from your student's school site.

Student Permanent ID Number:	123456
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15. In the **Student Home Telephone Number** field, enter the area code and telephone number of the main contact number that you have given to your student's school. Your school site can give you this number if you are not sure which one it is.

Student Home Telephone Number:	909) 123-4567
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16. In the **Verification Code** field, enter the 11-digit code given to you by your student's school site.

Verification Code:	123456789123456789
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17. Click the **Next** button.

**Step 1**  
Student Verification

**Please Enter The Following Information About Your Student**

Student Permanent ID Number:

Student Home Telephone Number:

Verification Code:

18. Follow the instructions on the screen and then click the **Next** button.

**Step 2**  
Emergency Contact Verification

Your account is now linked to **Name**

If your name appears below, please select it so that the email address on the record can be updated.

Name	Relationship
Janet Smith	Mother
Joe Smith	Father
None of the above	

Your account is ready! If you have any issues creating an account, please **contact CyberTech at (866) 223-8685**.

**NOTE** - After you have created an account, do not forget to set up weekly reminders to get automatic updates. You can set up reminders by clicking on **Options** and then **Parent Notification Preferences**.