



Brea Olinda USD

Parent Portal Data Confirmation Guide



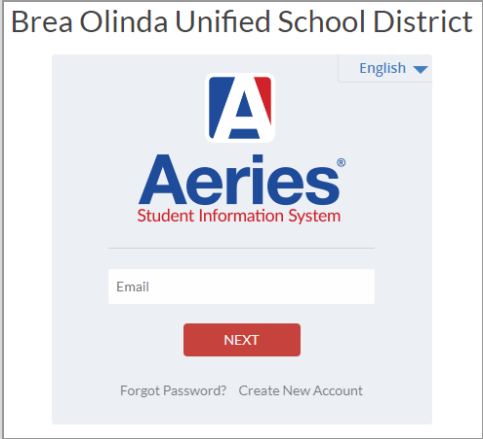
parentportal.bousd.us

Brea Olinda USD Parents

Aeries Online Student Data Confirmation Guide

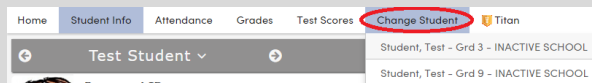
Brea Olinda USD now offers parents the ability to update their emergency contact information via the Aeries Parent Portal at any time during the school year. In addition, the Student Data Confirmation feature will allow you to read and acknowledge district forms for newly enrolled students, and returning students during the re-registration period. This online feature will benefit parents/guardians by providing timely updated information to the district and significantly reduce the amount of student information paperwork needed to complete and return.

To access the Aeries Parent Portal, you must have an Aeries Parent Portal account. If you do not have one, please contact your school site.

Step 1 - Go to the Aeries Parent Portal	http://parentportal.bousd.us
Step 2 - Logging In	 <p>Log in using:</p> <ul style="list-style-type: none">• Your registered parent email address.• Password <p>NOTE - If you forgot your password, click the link labeled "Forgot Password?" under the login box.</p>

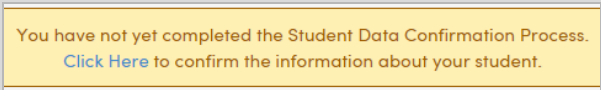
Step 3 - Select Your Student

If you have more than one student enrolled in the district, you can click **Change Student** to view the Data Confirmation information for another child.



Step 4 - Data Confirmation Message

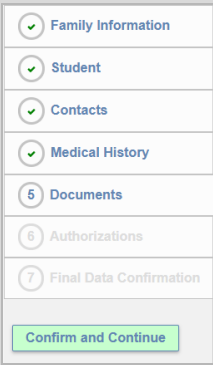


Once your student is selected, a yellow banner will appear informing you to complete the Student Data Confirmation process. Click the **“Click Here”** link to continue.



NOTE - If you do not see the yellow banner, you can access the Data Confirmation screen anytime:

- Click **Student Info** link near the top of the screen
- Choose the **Data Confirmation** link.



<p>Step 5 - Data Confirmation</p>	<p>Please update the information about your student by completing the tabs listed.</p> <p>A green checkmark indicates it has been completed.</p> <p>The grayed out sections indicate they are <u>not completed</u>.</p> <p>Click “Confirm and Continue” after completing each section.</p> 
<p>Step 6 - Submit Final Data Confirmation</p>	<p>When you have completed confirming and updating information in each tab, please click the “Finish and Submit” button.</p>  <p>You will then see a message in red letters confirming that the student information has been updated.</p>
<p>Step 7 - Print the New Emergency Card and Return to School Site</p>	<p>Please click the button at the bottom of the screen labeled Print New Emergency Card.</p>  <p>Please print, sign and return this Student Emergency Card to your school site to <u>complete</u> the registration process.</p> <p>NOTE: Please remember to print, sign and return any other additional required forms from the Documents section.</p>