I. Registration

Log in to Parent Self-Serve at [www.seisd.net/pss](http://www.seisd.net/pss).
If you do not have a login, you will need to select the green tab that says, “Register”.

Once you select “Register”, you will follow the steps shown below:

After registering, the page below is what will be displayed. Click OK, then proceed to login.
II. Available Information in Parent Self-Serve

- Attendance
- Report Cards
- Progress Reports
- Email Teacher
- Medical
- Notification of Grades, and many more.

III. After logging in to Parent Self-Serve, you can:

Select Child

If you have more than one child you are able to access, you must first click on one child’s name to highlight it before you can click on at tab. If you are not seeing some of the children that you should be able to access, you need to contact that missing child’s school so they can correct your parent/guardian information.
View Teacher Assignments and Grades

The Assignments tab is displayed by clicking on a grade in the Report Cards or Progress Report tabs. The student header displays the current average for the assignments.

If the teacher has added a non-private note in the Gradebook about the student’s assignment, it is displayed in the Note column. Grade values that do not use a 100 scale display the percentage equivalent for a 100 scale in parentheses after the grade.

**Email**

If you wish to set up automatic e-mail notifications or email teachers, you need to make sure your e-mail address is correct in Parent Self-Serve. Click on the Edit Contact Info tab to set or change your e-mail address. Click on the Edit button to add or make changes.
Set Notification Preferences

If you want Parent Self-Serve to automatically notify you when your child has an absence or tardy, a missing assignment grade, or when an average drops below a certain grade, you can set these preferences on the Notifications tab. You must turn on Daily Attendance Summary if you want to receive unexcused absence and tardy notifications.

*You are able to retrieve the same information using the TEAMS Mobile App on your mobile device as well. Instructions are posted under the Parent Portal Tab on the website at https://www.seisd.net/ so try downloading it today!