



GUIDE FOR PARENTS

Accessing the Online Report Card

This step-by-step guide will help you access your child's report card through the PowerSchool Parent Portal.

⚠ For the time being, digital report cards are only available on the web portal and cannot be accessed from the PowerSchool application (new MyPowerHub version of app planned for September 2026).

Step 1: Log in to the PowerSchool Parent Portal

a. **Go to the PowerSchool Parent Portal**

Enter the following URL in the browser: <http://pei.guardian.ca.powerschool.com/>

⚠ Do not use Safari - Google Chrome is the recommended browser.

c. **Enter Your Credentials**

- **Username:** Your PowerSchool Parent Portal username (your email).

- **Password:** The password you created during registration.

If you don't have an account, you can follow the [forgotten password steps](#). If you're still having trouble logging in, contact your child's school for set-up instructions.

d. **Click "Sign In"**.

The screenshot shows the PowerSchool SIS login interface. At the top, there is a dark blue header with the PowerSchool SIS logo and name. Below the header, the title "Student and Parent Sign In" is displayed. The login form consists of three main sections: a language selection dropdown menu currently set to "English", a "Username" field containing "parent@email.com", and a "Password" field which is currently empty. Below the password field is a blue link that says "Forgot Username or Password?". To the right of the password field is a blue "Sign In" button. At the bottom of the form, there is a white box with a grey border containing a message: "Students/parents: PowerSchool recently enhanced their security requirements relating to passwords. As a result, you may be required to change your password the first time you log in after November 17th, 2023."



GUIDE FOR PARENTS

Accessing the Online Report Card

Step 2: Navigate to the Document Delivery Section

a. Access the Menu

After logging in, locate the menu on the left side of the screen.

b. Select "Resource links".

- Look for an option labeled "Bulletins scolaires".
- Click on this option to proceed.

The screenshot shows the MyPowerHub dashboard for a student named Sean Cain in Grade 11. The left sidebar menu has 'Resource links' highlighted with a red box. The main content area shows a 'Grades' section for 'S1 Sep 01 - Jan 31' with a dropdown menu open. The 'Bulletins scolaires' option is highlighted with a red box. Other options in the menu include 'Choix de cours', 'Informations de PowerSchool', 'Numéro d'étudiant', and 'Information du casier d'étudiant'. The 'Assignments' section shows 'No assignments available.' and the 'Calendar' section shows 'May 2026'.

Step 3: View the Report Card

a. Find the Report Card Document

- You should see a list of available documents.
- Locate the report card by looking for the most recent date or title (ex: 1er bulletin 2024-2025).

b. Download or Open the Report Card

- Click the document link to open it.
- If you want to save it to your device, click the download button (usually represented by a downward arrow).

Document Library

Documents for

Type	Title	Description	View	Date Created	Date Last Modified
Bulletin scolaire	3e bulletin 2024-2025			06/26/2025	06/26/2025
Bulletin scolaire	3e bulletin adaptations 2024-2025			06/24/2025	06/24/2025
Bulletin scolaire	2e bulletin 2024-2025			03/06/2025	03/06/2025
Bulletin scolaire	2e bulletin adaptations 2024-2025			03/06/2025	03/06/2025
Bulletin scolaire	2e bulletin ed.phys 2024_2025			03/04/2025	03/04/2025
Bulletin scolaire	1er bulletin 2024-2025			01/22/2025	01/22/2025

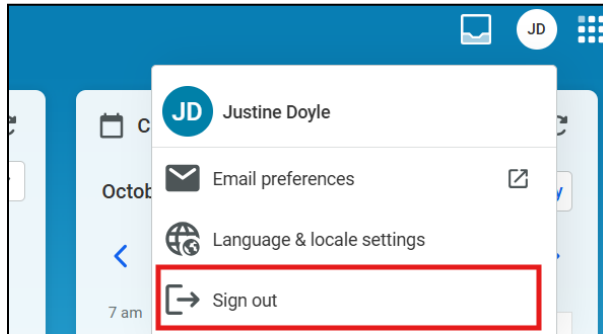


GUIDE FOR PARENTS

Accessing the Online Report Card

Step 4: Log Out (Recommended)

- When you're done, click the **Sign Out** button (usually in the upper right corner) to ensure your account is secure.



Troubleshooting Tips

- **Forgot Your Username/Password?**
Use the "Forgot Username or Password?" link on the login page to reset it. Follow the instructions sent to your email.
- **Can't Find the Report Card?**
Contact your child's school directly for assistance. They can guide you or verify if the document has been uploaded.
- **Technical Issues?**
Clear your browser cache, try a different browser, or use another device.

This process ensures quick and easy access to your child's report card anytime through the PowerSchool Parent Portal.