

## PSC Account Instructions

### Initial Log In Only

Username: Stutemp

Password: **Password01** (case sensitive)

Domain: STUDENT

### Register for a Parent/Student Connect (PSC) Account

1. If on a school computer, log into the computer using the above login. It is important that you are very careful to type everything as written above. All login components are case sensitive.
2. Open a browser and make sure that you are at the HISD home page. ([www.houstonisd.org](http://www.houstonisd.org))
3. Click on **Student&Parents** @ the top of the HISD home page.
4. Under the Parent Student Connect Heading, select "**First Time User**"
5. Click "**Register**" then select "**Are you a student**" and "**Continue**".
6. Read and click "**agree**" to the Student Zone Account Agreement.
7. Input the following information then click "**Continue**":
  - a. Parent First Name (as recorded in your student records)
  - b. Parent Last Name (as recorded in your student records)
  - c. Your Student ID #
  - d. Your First Name (as recorded in your student records)
  - e. Your Middle Initial (as recorded in your student records)
  - f. Your Last Name (as recorded in your student records)
  - g. Your address (as recorded in your student records)
  - h. Your date of birth
  - i. Enter your email address if you have one. If you do not it is not required. You can always add one later.
8. **Write down the username** provided for your own information, then click "**Continue**"
9. Create the password as follows, your **INITIALS**(uppercase), then your **Student ID #**, then lowercase "**mhs**". You can create your own password if you choose but will be required to give it to your instructor. Make sure you write down your password in a safe location.
10. Once you have your new username and password, you will be required to give a copy of it to your instructor for safe keeping.
11. If on a school computer, log off the computer entirely and log back in using your new username and password.
12. Then **go back to HISD's** homepage ([www.houstonisd.org](http://www.houstonisd.org)) and **login to PSC**.
13. Click on "**Launch OCR**"
14. Once you are enrolled in your courses this is how you will login to the APEX software.
15. You will also use this username and password to login to your laptop.