
Unlock Student PowerSchool Account

Use the following procedure to unlock a student's PowerSchool account.

1. On the start page, search for and select a student.
2. Choose **Student Profile>Guardian and Student Account Access** from the left flyout menu.
3. On the **Guardian and Student Account Access** screen, select the blue **Unlock** link.
4. Click **Submit** at the bottom of the screen.

The screenshot shows a form titled "Student Access Account". It includes a checkbox for "Enable Student Access" which is checked. Below this, a message states "Account is locked due to multiple failed sign in attempts. [Unlock](#)". There are two input fields: "Student Username" containing "123456" and "Student Password" containing ".....". A blue padlock icon is next to the password field. At the bottom right, there is a blue button that says "Auto-assign IDs and Passwords for this student".

*Previously, student passwords were set as the student's date of birth with no leading zeros.

*You will no longer be able to view the password by clicking on the  icon.

Reset Student PowerSchool Password

1. On the start page, search for and select a student.
2. Choose **Student Profile>Guardian and Student Account Access** from the left flyout menu.
3. In the **Student Password** field, enter an **8 character** password (example Bear1928).
*You will not be able to view the password you have entered.
4. Click **Submit** at the bottom of the screen.
5. Notify the student of the new password you've entered.
6. At the PowerSchool student login screen (<https://pschool.tlidsb.on.ca/public>), the student will be presented with the following screen to change the password on first login.

 PowerSchool SIS

Change Your Password

 Your password has been reset by the administrator. Create a new password.

 New password must:

- Be at least 8 characters long
- Contain at least one uppercase and one lowercase letter
- Contain at least one letter and one number
- Contain at least one special character
- Not be a well known password

Current password	<input type="password"/>
New password	<input type="password"/>
Re-enter new password	<input type="password"/>