

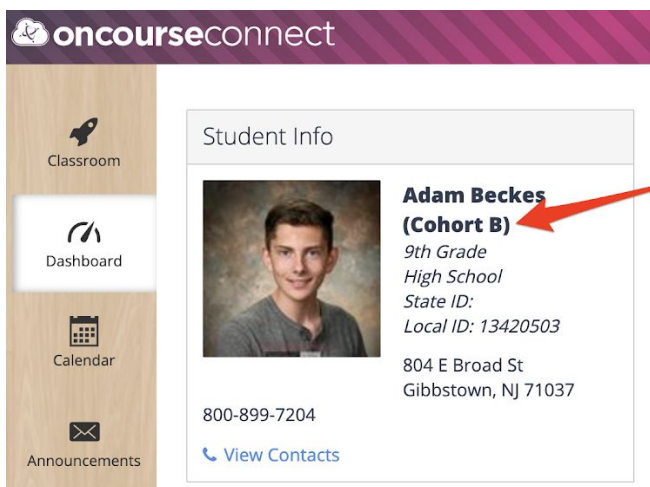
# PINELANDS REGIONAL STUDENT SERVICES DEPARTMENT

*Please note Grade 7 schedules were mailed.  
You will be sent your Grade Portal Access in the very near future*

## GRADES 8-12

We are excited to announce that all parents and students will have the ability to access student schedules using the Grade Portal beginning today, **August 24, 2020 at 9:00 AM.**

All parents must review and acknowledge important policies and information in the Grade Portal to gain access to their student's schedule for this year. \* Bus information will be available in the near future through the Grade Portal as well. **Students will not have access to the portal until the parent acknowledgements are completed.**



**NEW**

Once parent acknowledgements are complete, you will be able to view the "Cohort" the student is assigned to. The Cohort is the days of the week the student is scheduled to attend school.

- Cohort A - Monday/Thursday
- Cohort B - Tuesday/Friday
- Cohort C - Mon/Tue/Thu/Fri
- Cohort D - Virtual

**VOCATIONAL SCHOOL STUDENTS:** All vocational school students are assigned to **Cohort A.** Transportation to/from vocational school will be provided on Mondays and Thursdays only.

## STUDENT EMAIL ACCOUNT UPDATE

There has been an update to student email addresses this year. Instead of using a student number, students will now enter their login using the following format: first name.last name.stu@prsdnj.org.

Example login: (john.smith.stu@prsdnj.org)

The student password is the same as last year but will expire today (8/24/2020). Students must login to their email account and update their passwords as soon as possible.

## TO ACCESS YOUR GRADE PORTAL

You can access the parent portal through the school district's website [www.prsdnj.org](http://www.prsdnj.org) and then select "Parent Grade Portal" or you can go to [www.oncourseconnect.com](http://www.oncourseconnect.com)

1. Enter username and password into the login screen. Click sign-in to enter the Portal  
If you cannot remember your password, select "Forgot Password" and follow the

instructions. If you need your username, please email [schedulequestions@prsdnj.org](mailto:schedulequestions@prsdnj.org) (*be sure to include your student's name*) or phone 609-296-3106 Ext. 2217.

2. Parents must review information and complete our Annual Registration process first. Once you have completed the Annual Registration process, you and your student will be able to view your student's schedule by selecting SCHEDULE. Parents will be asked to verify emergency contact information and also complete the following:
  - A. Student Handbook acknowledgement
  - B. Harassment, Intimidation, and Bullying Policy acknowledgement
  - C. Cyber-bullying Policy acknowledgement
  - D. Acceptable Use Policy acknowledgement
  - E. School Communications preference
  - F. **The Emergency Health Card will need to be printed** and sent to school with your student. Please be aware that the school nurse cannot administer Tylenol, Ibuprofen, Pepto Bismol, or Tums without a signed Emergency Health Card on file each school year.
  - G. **PARENTS OF JUNIORS & SENIORS ONLY** - Public high schools must give the names, addresses and telephone numbers of students to military recruiters, college/university recruiters and prospective employers if the recruiters request the information (ESSA, Title VIII, §8528). If you do not wish to have your student's information released, please check the Opt Out boxes during the annual registration process.



For assistance in accessing your grade portal, please email [schedulequestions@prsdnj.org](mailto:schedulequestions@prsdnj.org) and **be sure to include your student's name**. You may also contact us by phone 609-296-3106.

For assistance in resetting your student email account, please contact Student Services by phone 609-296-3106.

Sincerely,

*Karen M. Kenny*

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Director of Student Services