

PowerSchool Password Reset for Parents

1. Using a web browser, sign in to PowerSchool at <https://nlsis.powerschool.com/public/>. Password reset cannot be done using the PowerSchool mobile app.
 2. On the left menu select “Account Preferences”.
 3. Select the “Edit” icon next to “Current Password” to change your password.
 4. Reset your password by entering your current password in the top box and then a new password in the two boxes below that. Make sure your new password follows the rules on the screen. Don’t forget to click “save”.
- Note: if you do not remember your current password, select the “Forgot Username or Password” option on the PowerSchool sign-in screen and follow the prompts.

The screenshot shows the PowerSchool web interface. At the top, the browser address bar displays nlsis.powerschool.com/public/, which is highlighted with a red box and the number 1. On the left sidebar, the 'Account Preferences' option is highlighted with a red box and the number 2. The main content area is titled 'Account Preferences - Profile' and has tabs for 'Profile' and 'Students'. Below the tabs, a message states: 'If you want to change the e-mail address, username or password associated with your Parent account, you r password. To change your name, please contact the school administrator.' The form contains several fields: 'First Name:', 'Last Name:', 'Account Email:', 'Select Language' (a dropdown menu), and 'Username:'. Below these is the 'Current Password:' section, which includes a text input field, a 'New password must:' section with two bullet points ('Be at least 8 characters long' and 'Contain at least one uppercase and one lowercase letter'), and three more text input fields for 'Current Password:', 'New Password:', and 'Re-Enter New Password:'. The 'Current Password:' text input field is highlighted with a red box and the number 3. The three password input fields are grouped together and highlighted with a red box and the number 4.

PowerSchool Password Reset for Students

1. Using a web browser, sign in to PowerSchool at <https://nlsis.powerschool.com/public/>. Password reset cannot be done using the PowerSchool mobile app.
2. On the left menu select "Account Preferences". You will be shown the password reset screen.
3. Reset your password by entering your current password in the top box and then a new password in the two boxes below that. Make sure your new password follows the rules on the screen. Don't forget to click "save".

The screenshot shows the PowerSchool web interface. At the top, the browser address bar displays nlsis.powerschool.com/public, which is highlighted with a red box and a red number '1'. On the left sidebar, the 'Account Preferences' option is highlighted with a red box and a red number '2'. The main content area is titled 'Change Password' and contains a 'Preferences' section. This section lists password requirements: 'New password must:' followed by a bulleted list: '•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', and '•Not be a well known password'. Below these requirements are three input fields: 'Current Password:', 'New Password:', and 'Re-Enter New Password:'. These three input fields are grouped together and highlighted with a red box and a red number '3'.