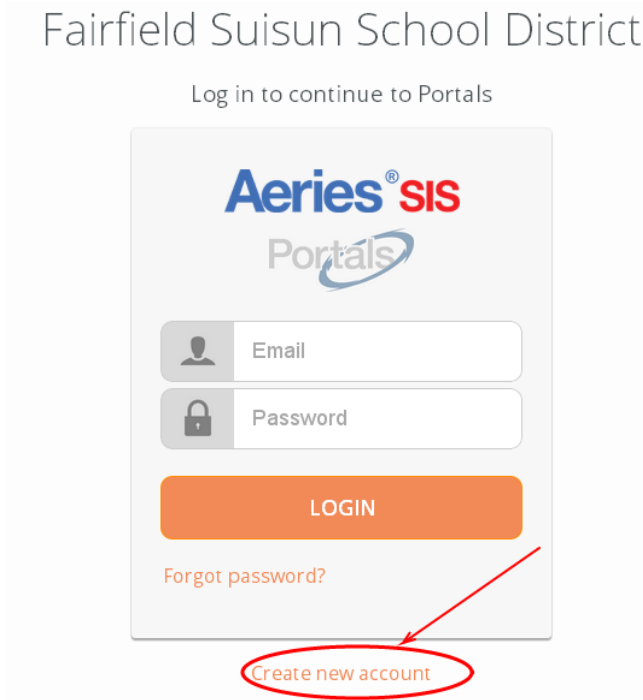


Creating New Accounts on the FSUSD Parent Portal

Open your web browser. Type in the FSUSD Parent Portal URL: <https://abip.fsusd.org/ParentPortal/>. The following login screen appears.



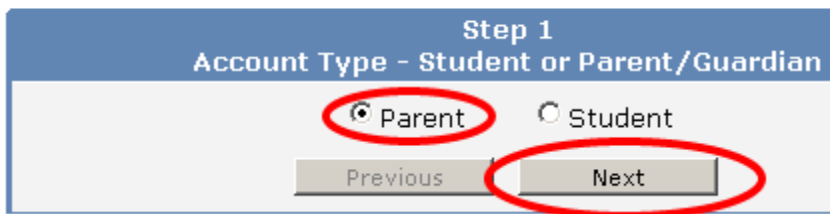
Click the CREATE NEW ACCOUNT link as shown on the login screen.

To create a new account, you must have received the following information from your student's school:

- Student Permanent ID Number
- Verification Code

If you do not have the above information, you can contact your child's school. For contact person at each school, please go to <https://abip.fsusd.org/ParentPortal/docs/contact.html>

In addition, you need to have a personal email address and the student's home phone number that matches the phone number stored in our Student Information System.



Return to Select "Parent" as the account type if you are a parent or guardian of the student. If a student creates account for himself/herself, select "Student". Then click the "Next" button to continue.

[Return to Login Page](#)

Step 2
Account Information

Please Enter The Following Information About Yourself

Email Address:

Verify Email Address:

Password:

ReType Password:

A verification email will be sent to your email address from:
donotreply@fsusd.org
Before continuing, Please add this email address to your "contacts" or "safe senders" list to ensure you receive this email.

Enter your email address and choose a password. Type both email and password twice. Then click the "Next" button to continue. A verification email is now being sent to your email address.

You will be able to change your password once your account has been created.

*Email addresses shown on the above screen printout are for examples only.

IMPORTANT: You must open, read, and follow the instructions in your email now in order to continue with your account creation.

[Return to Login Page](#)

Step 3
Email Verification

A verification email has been sent to your email address from:
donotreply@fsusd.org
Click the "Confirm" link provided in that email or copy and paste the Email Code into the field below:

Email Code:

DO NOT click the "Next" button before you open and read the email (see below) that the FSUSD Parent Portal sent you. Once you have confirmed your email address, you may continue.

Aeries Account Verification @fsusd.org)

donotreply@fsusd.org <donotreply@fsusd.org>
To: @fsusd.org

Thank you for registering for an *Aeries* account. In order to ensure the account was requested by you, please click on the appropriate link below

If you can, please click on the following links to confirm or reject this account:

[Confirm This Email Address](#)

[Reject This Email Address](#)

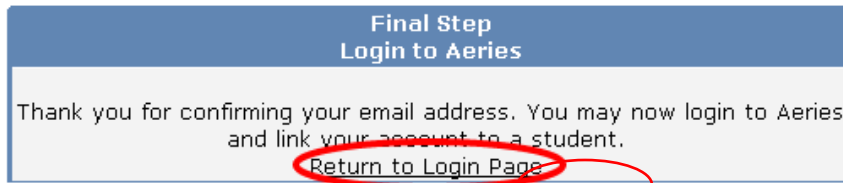
If you are unable to click the links above, you need to copy and paste the following URL into your web browser's Address bar.
<https://abip.fsusd.org/NewParentPortal/ConfirmEmail.aspx>

You will then be prompted for the following information which you can copy and paste into the page:
Email Address: @fsusd.org
Email Code: D4H-3bMS5NA6E9NXI<278C

Open the mailbox for the email account you entered above. Once open, click on the email with the subject line of "Aeries Account Verification" as shown left. Then, click the [Confirm This Email Address](#) link in the email message.

If the link does not work, please follow the remaining directions in the email. The remaining directions are only to be used when the [Confirm Current Email Address](#) link fails to work. **Avoid doing both.**

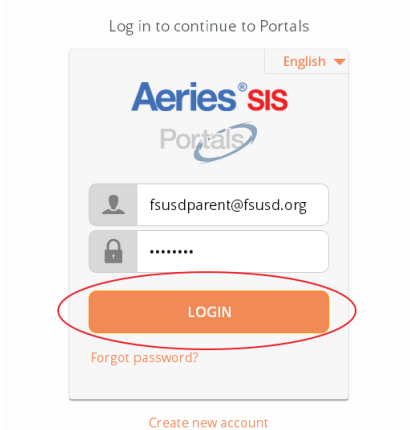
[Return to Login Page](#)



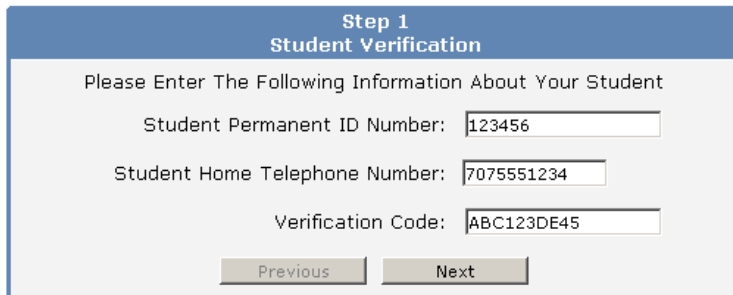
A window similar to the one as shown on the left will appear once you have confirmed your email address

Click on the [Return to Login Page](#) link to continue.

Fairfield Suisun School District



The login page will appear again. Log in using the email address and password that you just set up.



Please use the information you received from your student's school as well as your child's home phone number to complete the left screen.

Then click the "Next" button to continue.

- *Student Permanent ID Number is a unique 6-digit number assigned to each student.
- *Student Home Telephone number must include area code. Enter numbers only.
- *Verification Code is a random 10-digit code containing numbers and upper case letters.
- *All the above numbers and code shown are fictional and for demonstration only.

Step 2
Emergency Contact Verification

Your account is now linked to John Doe.

If your name appears below, please select it so that the email address on the record can be updated.

Name	Relationship
Father, My	Father
My Mother	Mother
Aunt, My	Aunt/Uncle
None of the above	

Click your name to update your contact email address in our Student Information System. If your name does not appear, choose "None of the Above".

Then click the "Next" button to continue.

Step 3
Process Complete

Your account is now linked to John Doe.

You get a confirmation message indicating that the process is complete.

You may click the button to add another student to your account now, or you may begin to browse the information available in the Parent Portal.

Sex	Grd	Age	Prog	Track	AttProg1

After logging into your account, you can add additional student(s) to your account by selecting the "Change Student" drop-down menu in the upper right corner and clicking the "Add New Student To Your Account" option.