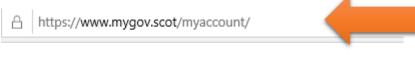
## Accessing the Parent Portal



Please make sure that the web address typed is exact or type mygovscot into your search engine.

### 1. Go to the Website





Home >

## 2. Scroll down and click on the link

#### Help using myaccount

If you need help with your myaccount you can find it at <a href="https://signin.mygovscot.org/myaccounthelp/CAS">https://signin.mygovscot.org/myaccounthelp/CAS</a>



If you can't find an answer to your problem using the online help then you can ask someone to help by filling out a support request form. The support request form is available by scrolling to the bottom of this page

https://signin.mygovscot.org/myaccounthelp/CAS [7

# 3. Click on Register Mygovscot myaccount



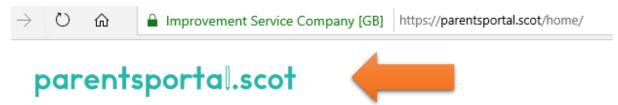
## 4. Click on register and fill in the information

## Register for mygovscot

Register for <b>myaccount</b> by providing your Personal and Residential details. Registration is a simple 3 step process which will enable us to provide you an account to access a range of online services.
REGISTER
WHAT IS MYACCOUNT?

Once you have registered you will receive an e mail to VERIFY the account. You need to access your e mail and click verify. Your mygovscot account will then be active and you can go onto the PARENTS PORTAL

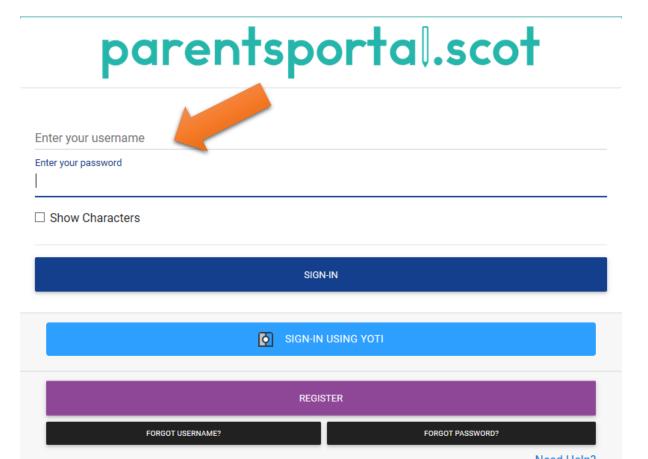
## 5. Go to Website



6. Click on sign in



7. Sign in using your MYGOVSCOT account which you created at Stage 1.



## 8. Click on Link Child



## 9. Click Start the process



## 10.

Using the Data Sheet issued by the school fill in the child's information **EXACTLY** as it is on the Annual Data form.

Once linked a one time code will be sent to either your phone or e mail. ENTER THE CODE.

Your access to the PARENTS PORTAL will now be pending until the school APPROVES IT.

Once APPROVED you can access the PORTAL.