

# Creating New Parent Accounts on the PUSD Home Connection

Open your Internet browser.

Type in the URL Address <http://www.pittsburg.k12.ca.us/>.

Left click Home Connection under QUICK LINKS

Left click on Home Connection:

CLICK HERE TO LOGIN



**To create a Home Connection account you must have the following:**

1. A personal email address.
2. Letter from the school site with the Student's Perm ID Number and Verification Code.
3. Your home phone number as it appears at the school site.

The following log on screen will appear:

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Left click on **CREATE NEW ACCOUNT**.

Parent should have a dot in the circle like the sample to your left. If not, left click on the circle next to Parent to insert the dot. Then, select **Next**.

Type in **your entire personal email address**.  
**Example:** [pusdparent@gotyogle.com](mailto:pusdparent@gotyogle.com). \*\*

Retype your entire personal email address on the **Verify Email Address** space.

Type in a short password.

Retype that same password under Retype Password.

Left click on Next>>

**NOTE – When logging into PUSD Home Connection for the first time, you will be required to CHANGE your password.**

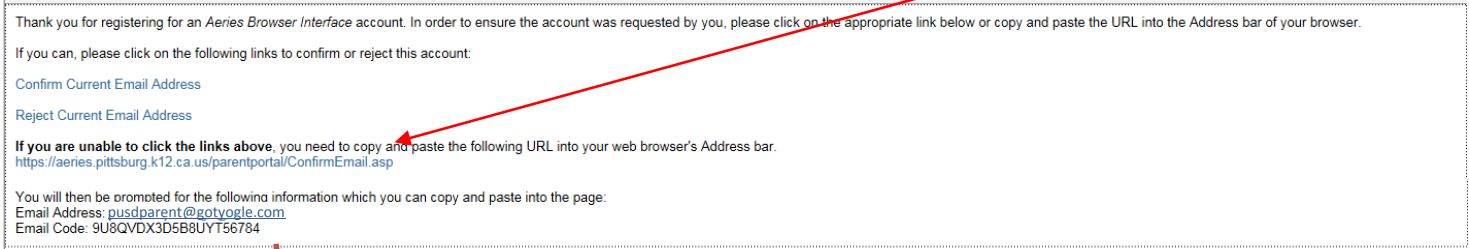
\*\* Please do not reply or send an email to the example email address [pusdparent@gotyogle.com](mailto:pusdparent@gotyogle.com).

**IMPORTANT: YOU MUST OPEN, READ, AND FOLLOW THE INSTRUCTIONS IN YOUR EMAIL IN ORDER TO CONTINUE CREATING YOUR NEW PARENT PORTAL ACCOUNT!**

**DO NOT** left click on <<Previous or Next>> in Step 3. Doing so will send duplicate emails with different confirmation codes. **Close this window ONLY after confirming or rejecting your email (see the next instruction).**

Through your personal email website, open the email from [parentportal@pittsburg.k12.ca.us](mailto:parentportal@pittsburg.k12.ca.us). (Similar to the example below)

Follow the directions in the email and **left click on the Confirm Current Email Address link**. If you do not click on the link, follow the remaining directions in the email.



After clicking one of the links, or pasting the URL into the web browser, the following window will appear once confirming your current email address:

**NOTE:** The "Email Code" **will not** work as the "Verification Code".

Enter Account Information	
Email Address:	<input type="text" value="pusdparent@gotyogle.com"/>
Email Code:	<input type="text" value="9U8QVDX3D5B8UYT56784"/>
<input type="button" value="Accept"/>	<input type="button" value="Reject"/>

**Please use the information provided in the letter received from your student's school regarding your new account.**

Enter the Student's Permanent ID Number.

Enter the Student's Home Telephone Number.

Enter the **Verification Code**.  
*\*All numbers and codes are examples only.*

The "Email Code" provided in your email **will not work** for the Verification Code.

Step 5 Emergency Contact Verification	
John Jr Doe has been added to your account.	
Please choose the Contact record that represents you so the email address can be properly updated.	
Name	Relation
<input checked="" type="radio"/> John Doe	
<input type="radio"/> B.D. Wolff	
<input type="radio"/> Jane Doe	
<input type="radio"/> Dr. Goodman	
<input type="radio"/> None of the above	

Left click on the circle next to your emergency contact name.  
*(All names are fictional.)*

Left click on **Next>>**.

Step 6
<b>Thank you for registering for a PUSD Parent Portal Account and updating your Emergency Contact Record.</b>
<b><a href="#">Click Here</a> to login to the PUSD Parent Portal and view your student's information.</b>

Left click on **Click Here**.

**IF YOU HAVE FORGOTTEN THE PASSWORD:**

Go back to the login page, type your username, and click "Forgot Password?" link.

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Type in your username (which is also your email address) in this field box.

Click "FORGOT PASSWORD" and you will be asked to do a verification process.

Type your email address in the field box provided.

Click **Next**.

You will see the next set of instructions:

You have indicated that you have lost the password for your Aeries account. Please click the following link to go to a web page that will allow you to set a new password for your account.

[Click Here](#)

If the link above is not working and copying and pasting the URL also doesn't work, copy and paste the following URL into your web browser:

<https://aeriesnet.pittsburg.k12.ca.us/parentportal/LostPassword.aspx?command=Reset>

The page will then ask you for the following information:  
Email Address: `pusdparent@gotyogle.com`  
Email Code: `93YE238H7729Y86JD2XB`

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

**Final Step**  
**Set New Password**

Thank you for confirming your email address. You may now enter a new password for your account.

New Password:

ReType New Password:

You will be asked to type in the new password of your choice. You will have to type the same password for both spaces.

Click **Next**.

**Complete**

Your password has been adjusted. You may now login to Aeries.  
[Return to Login Page](#)

Click **Return to Login Page** and you will be prompted to the original login page where you will have to use your new password.

### Pittsburg Unified School District

English ▾

**Aeries<sup>®</sup> SIS**  
Portals

[Forgot Password?](#)  
[Create New Account](#)