

New Feature – Available in the Parent Portal

Parents/Guardians can now update some of their student information online in the GCPS Parent Portal.

If you do NOT have an account, please contact your local school.

For more information or if you need further assistance, please contact the school or visit the school's website.

Step One: Log In to the GCPS Parent Portal

Copy and paste the link below into your internet browser or click on the link below. This will open the Portal Log-in screen that will allow you to enter your **User ID** and **Password**.

https://go2.gwinnett.k12.ga.us/parents/PPS/login



Step Two: Select the Update Student Information Menu Tab or Button

There are two ways to launch the Update Student Information screens after logging in:
Select the menu tab Update Student Information.

GWINNETT COUNTY PUBLIC SCHOOLS					annan an a			ann,
Student Profile	Current Schedule	Attendance	Course History	Discipline	Test History	Books/Fees	Transportation	
Update Student Information								

Or

• Select the **Update Student Information** Button.

Update Student Information
Update student information here.



Step Three: Select the *Student Info* Menu Tab on the side bar and click the *Edit Button*

You will now be placed into the following screen. Select the **Student Info** Menu Tab on the side bar.

	GWINNETT COUNTY PUBLIC SCHOOLS									
	Home My Account	Help								
	Select Child > Good after	noon 2								
	Messages 9 No Photo									
	Student Info									
	Logout Contact Privacy									
	English Spanish Korean Vietnamese									
	Edupoint*									
•	Select the Edit Information button. →									
Th • •	his will show your child's information and you can edit items including: Physician Dentist Emergency Contacts									
•	Save Changes when you are finished.	\rightarrow								

Note: Select My Account to update your parent/guardian phone numbers.

