

How to Create Parent Portal Account

To create you LRSD parent portal account, please follow the steps below.

1. To create your account, please go to parentportal.lrsd.net. You should see a login screen that looks like the one below.



2. Click on the "No account? Create one" link. You will then be prompted to sign up by entering in an email address. Please ensure that you use the same address that you have given to your child's school. If you are unsure which email address that is, please contact the school before proceeding.



LRSD
Create account
Sign up to access LRSD Parent Portal

@gmail.com

[Main an account](#) [Sign in](#) [Forgot](#)

[Back](#) [Next](#)

NEW ACCOUNT REQUIRED For parents that sign in with account type youname 12345@lrsd.net please create a new account using the contact email address you provided to the school. Passwords must contain at least 3 out of Lower/Upper Numbers or symbols.

Staff and Students [Click Here to Sign In](#)

[Sign In Help](#)

3. An email will be sent to the address you entered with an activation code.



LRSD
Enter code
We just sent a code to m.bercharter1@gmail.com

[Back](#) [Next](#)

[Sign in Help](#) [Support Help](#) [Privacy Policy](#)

4. The email comes from "LRSD Parent Portal (via Microsoft)" and looks like what you see below. (Don't use the code in this example)

From: "LRSD Parent Portal (via Microsoft)" <account-security-noreply@accountprotection.microsoft.com>
Date: November 7, 2024 at 2:53:52 PM CST
To: [REDACTED]@gmail.com
Subject: Your LRSD Parent Portal account verification code

LRSD Parent Portal

Account verification code

To access **LRSD Parent Portal**'s apps and resources, please use the code below for account verification. The code will only work for 30 minutes.

Account verification code:

41834516

If you didn't request a code, you can ignore this email.

[Privacy Statement](#)

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052

5. Enter the verification code and click "Next".
6. On this screen you will create your password and enter your first and last name. **Passwords must contain at least 3 out of the following: lower case letters, upper case letters, numbers or symbols.**



 **Microsoft**

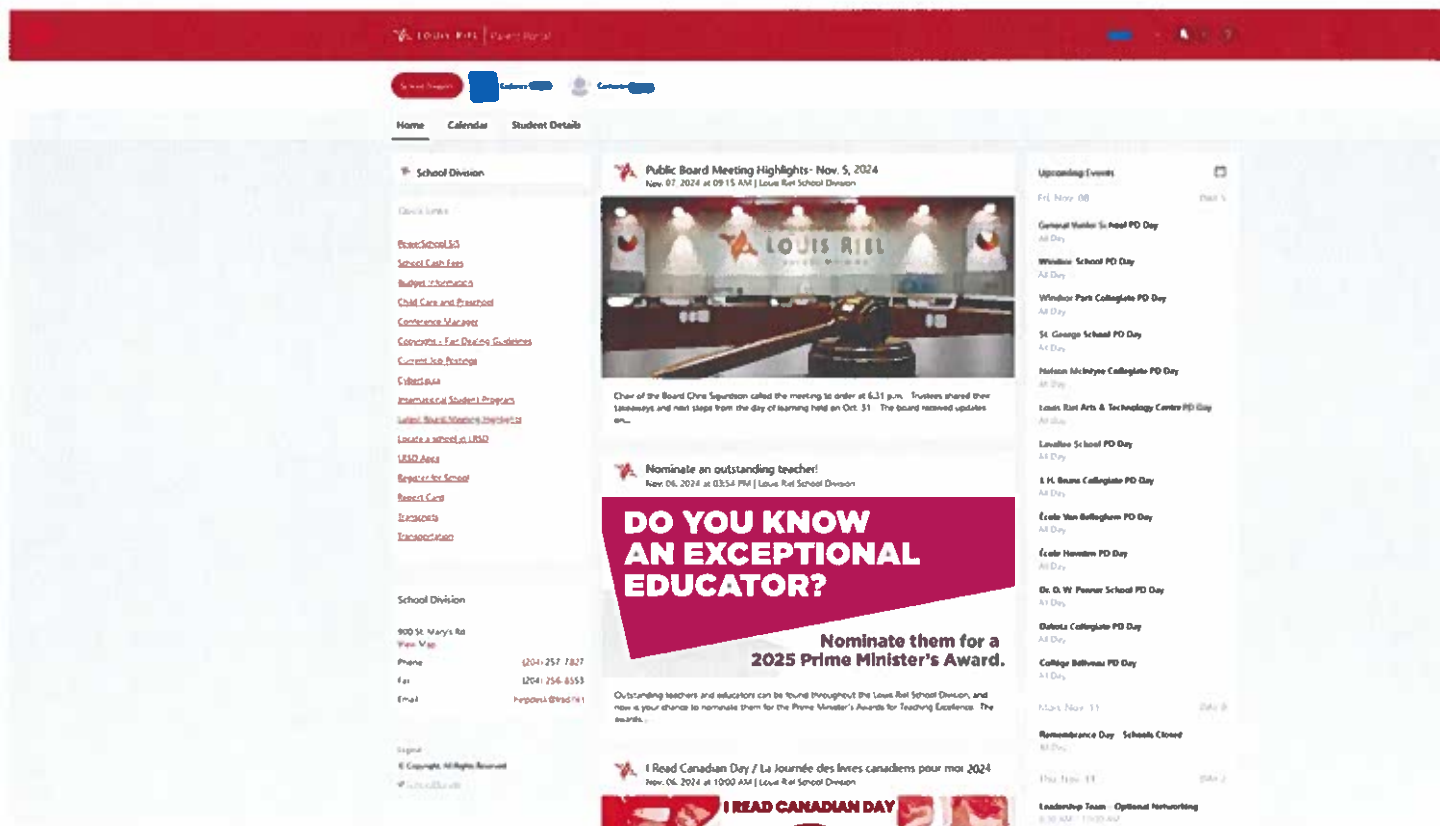
Add details

You just need a little more information to set up your account.

[Sign in help](#) [Support info](#) [Privacy Policy](#)

7. Click "Next"

8. When completed, you will be taken to our LRSD parent portal that should look something like what you see below. If you see the names of your children, then you are successfully logged in. If you don't, you have used an email address that is not registered with your school so please contact the school to verify which email address you have registered with them.



9. If you are having any difficulties, please call us at 204-594-3561.

How to SchoolCash Online fees

To pay student fees please Sign in to our **Parent Portal**

* For SchoolCash payment transaction support please visit their **online portal**

On Parent Portal open the **Student Details** tab and expand sections to obtain the **Student Number** you will need for SchoolCash

 LOUIS RIEL
SCHOOL DIVISION

Parent Portal

School Division

HomeCalendarStudent Details

Legend:  Medical

✓ 	Student Name	Alerts	Late(s)	Abse
 	Tables, Bobby		0	0

Home Address
123 Fake Street
Winnipeg R3G 2G8

Primary Phone
(204) 669-1470

Student Number
99990011

Make note of the Student Number.

* for **LRSD Connect** app tap **Children** then **Full Details** then **General Information** to view the **Student Number**. **Student Number** is also displayed in PowerSchool.

Open the **Home** tab and select **School Cash Fees** under Quick Links

Home Calendar Student Details

School Division

Quick Links

- [PowerSchool SIS](#)
- [School Cash Fees](#)
- [Budget Information](#)
- [Child Care and Preschool](#)

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* for **LRSD Connect** app tap **Links** then \$ School Cash Fees

This will take you to LRSD SchoolCash Online website to Sign In. You do not need to Register if you are a parent or guardian.

≡ SchoolCash Online

LOUIS RIEL | Louis Riel School Division

Paying for school items just got easier!
Sign up to get started today.

What is SchoolCash Online?
SchoolCash Online is an easy to use and safe way to pay for your children's school fees.
[Learn more](#)

Register Sign In

Open the green **Use Your Louis Riel SD Parent/Guardian Account** button to sign in with your LRSD Parent account. You do not need to enter an email address or password for SchoolCash when using your LRSD Parent account.

SchoolCash Online

Sign In

Use Your Louls Riel SD Parent/Guardian Account

Or

Email Address

Password

[Forgot your password?](#)

☐ Remember me

SIGN IN

When prompted to **Add Student** please enter the **Student Number** (from the first step) the **Last Name** and then **Confirm**. Repeat the **Add Student** for each additional child using their unique **Student Number** as needed.



Add Student

1. Type in the School Board name and select one from the list

Louis Riel School Division

☐ Type in the School Board name and select one from the list

2. Select School Name from the list 

Select school... 

3. Enter student information

Student Number

Last Name



Confirm

Once students are added you will see the list of any applicable fees owing as well as optional items for purchase from your school and LRSD.

Review the items by opening the listed item name.

Items

Search

Add Student

Student Name		Louis Riel School Division		Show All Items	
Student	School	Item Name	Price	Due Date	Status
Sample	Sample	Activity Fees 9-12 - 2024/2025 Activity Fees for Grade 9-12 students from September to June	\$45.00	Dec 31/24	Required
Sample	Sample	Sample	\$100.00	Apr 18/25	Required
Sample	Sample	Sample	\$45.00	Jun 30/25	Optional



Fee Details will have information specific to the item and is not illustrated here.

Once you have reviewed the item **Add to Cart**

Add To Cart

This will open your cart showing the items with options to **Select More Items** and **Continue** when ready to proceed to the payment screen.

On the payment screen **Select Payment Method** you would like to use.

Select Payment Method



eCheck



Credit card, eCheck and Google Pay are currently offered.

Your transaction history, cart items and account profile can be accessed from the menu at the top



or

MY ACCOUNT | ITEMS | HISTORY | CART

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For SchoolCash FAQ, support, and payment transaction help please visit [SchoolCash Help](#)

Questions about items, fees, refunds, or Student Information please contact your [School Office](#).

Revised November 29, 2024