

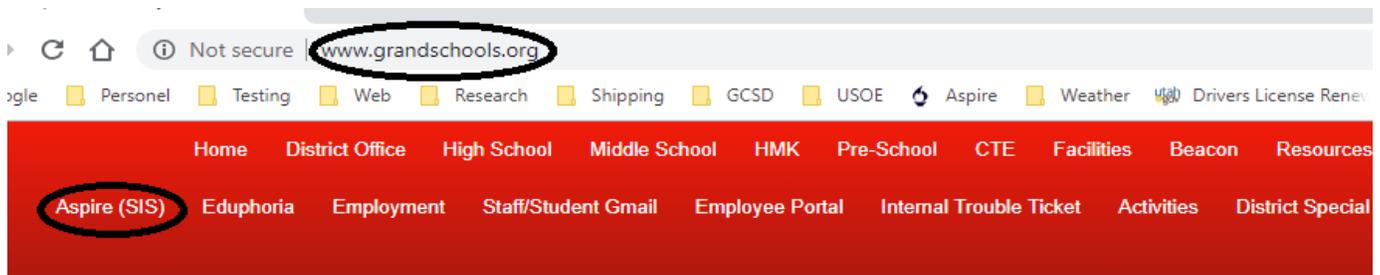
# Setting Up Your Student Contact Account

For a parent or guardian to set this up for themselves requires that they be listed in Aspire as a contact for the student and have Web Access enabled. That is done by the school secretary in the students Aspire enrollment record. It is usually set when the student is first enrolled but occasionally will need to be corrected if it wasn't set that way when the student was enrolled.

The easiest way for you to find out if it is set up correctly is to try to set it up.

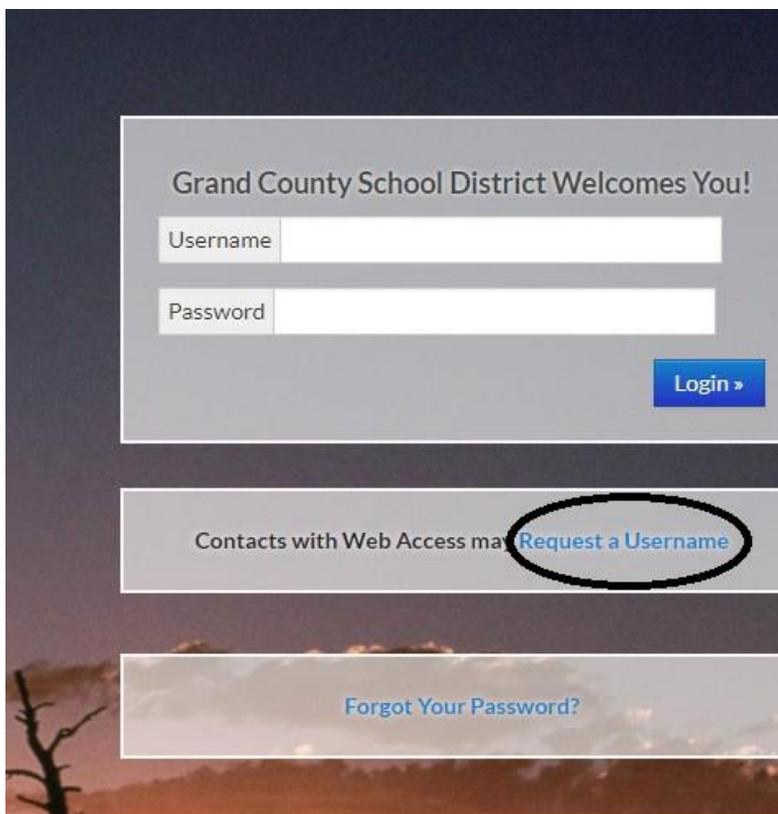
Here's how to do it:

This requires Internet access. Browse to the district home page at [www.grandschools.org](http://www.grandschools.org) and click on the [Aspire](#) link.

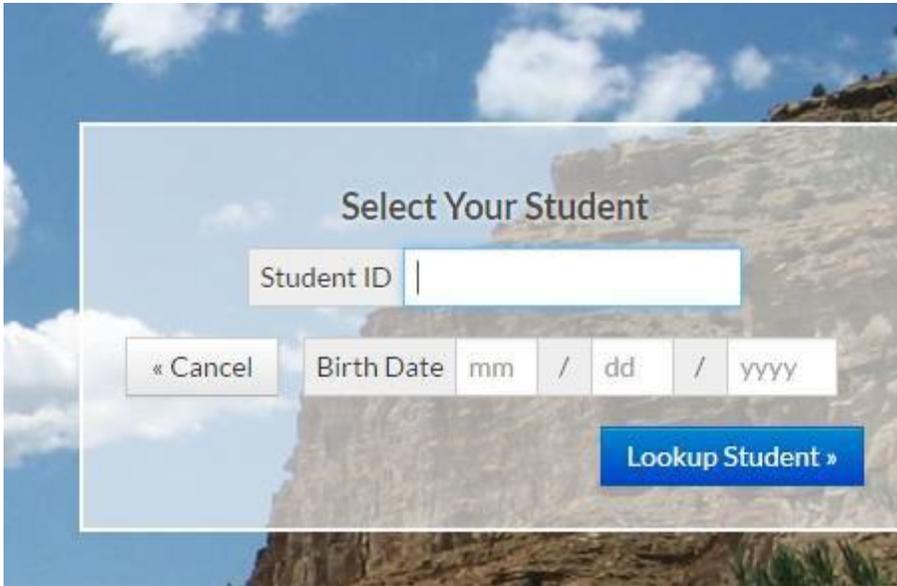


That will bring up the login page.

Now, click on the [Request a Username](#) link below the login button. That will start the wizard to help you set up your contact user account in Aspire. You will need to know your child's [Student ID#](#) and birthdate.

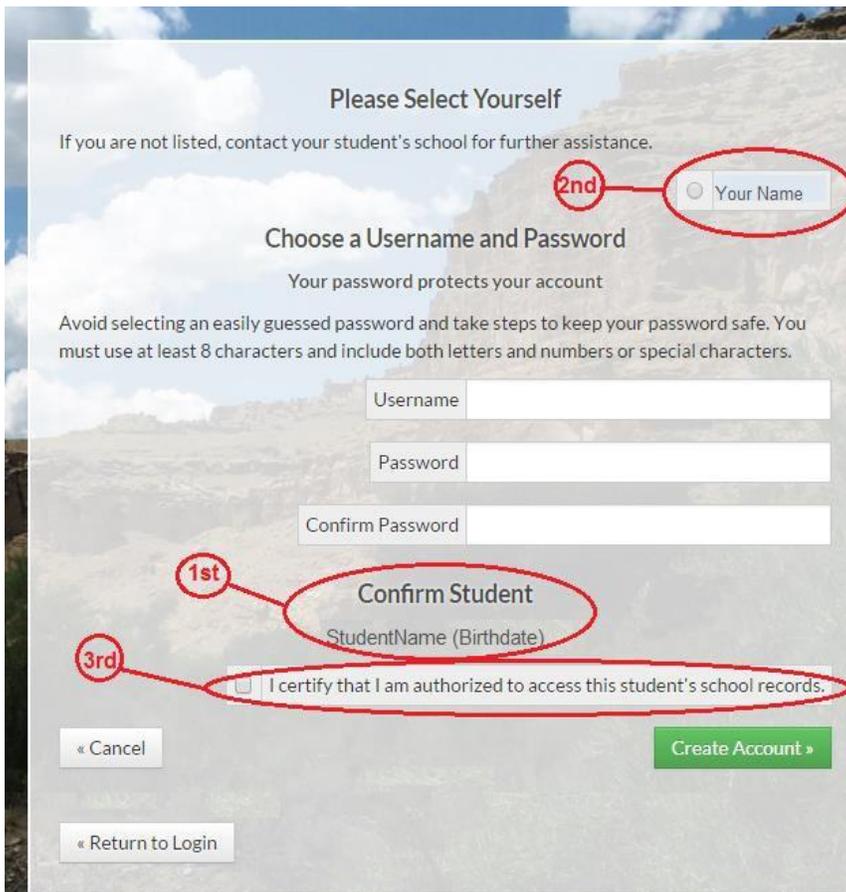


This starts the wizard to help you get set up.



The screenshot shows a form titled "Select Your Student" overlaid on a background image of a rocky cliff under a blue sky with clouds. The form contains a text input field for "Student ID", a "Cancel" button, a date input field for "Birth Date" with labels "mm", "/", "dd", "/", and "yyyy", and a blue "Lookup Student" button with a right-pointing arrow.

Once the information is entered click the [Lookup Student](#) button. This brings up the following screen:



The screenshot shows a form titled "Please Select Yourself" with the following elements: a sub-header "Please Select Yourself", a note "If you are not listed, contact your student's school for further assistance.", a radio button labeled "Your Name" circled in red with a "2nd" annotation, a "Choose a Username and Password" section with instructions on password security, three input fields for "Username", "Password", and "Confirm Password", a "Confirm Student" section with a "StudentName (Birthdate)" label circled in red with a "1st" annotation, a checkbox labeled "I certify that I am authorized to access this student's school records." circled in red with a "3rd" annotation, a "Cancel" button, a green "Create Account" button with a right-pointing arrow, and a "Return to Login" button at the bottom left.

First, confirm that you are looking at the correct student.

Second, select your name by clicking in the circle to the left of it. If your name is not there you must contact the school secretary to make sure you are entered as a contact with Web Access for the student. Then start this process again.

Third, check the box to certify that You are authorized to access this student's school records.

Next, enter the username you have chosen and type in the password you have chosen twice.

Now click the [Create Account](#) button.

Once you get logged in, this is what your child's student summary looks like:

**Student** Info Enrollment

Legal Name: [REDACTED]

Address: Home Mailing [REDACTED]  
Moab UT 84532  
Phone Number (435) [REDACTED]

SSID: [REDACTED]  
Born: [REDACTED] (age: 10)  
Gender: Male  
Restricted Info: No restrictions  
Hispanic or Latino: Non-Hispanic  
Race(s): White

Grade: 5  
Advisor: Jamie Carter

Assessment

[REDACTED]

✔ = Is Reading at Grade Level  
✘ = Is Not Reading at Grade Level  
📖 = Has Reading Intervention

Helen M. Knight Elementary Term 1 Term 2 Term 3 Print

Grade	Assignments	Tardies	Absences	Citizenship
1	0 missing, 0 upcoming	0 tardies	0 absences	S
2	0 missing, 1 upcoming	0 tardies	0 absences	S
3	0 missing, 0 upcoming	0 tardies	0 absences	
3	0 missing, 0 upcoming	0 tardies	0 absences	
3	0 missing, 0 upcoming	0 tardies	0 absences	
3	0 missing, 0 upcoming	0 tardies	0 absences	
3	0 missing, 0 upcoming	0 tardies	0 absences	
3	0 missing, 0 upcoming	0 tardies	0 absences	
4	0 missing, 1 upcoming	0 tardies	0 absences	
5	0 missing, 1 upcoming	0 tardies	0 absences	
6	0 missing, 0 upcoming	0 tardies	0 absences	
7	0 missing, 0 upcoming	0 tardies	0 absences	Jamie Carter

Complete Progress Report | Unofficial Transcript | Credit Evaluation | Email All Teachers | Educator Credential Lookup

Free/Reduced Meal Application

Lunch Account **\$36.00**

Make a Payment | Account Balance Detail

Registration

This is your child's meal balance