# 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** and click on the Aspire link.
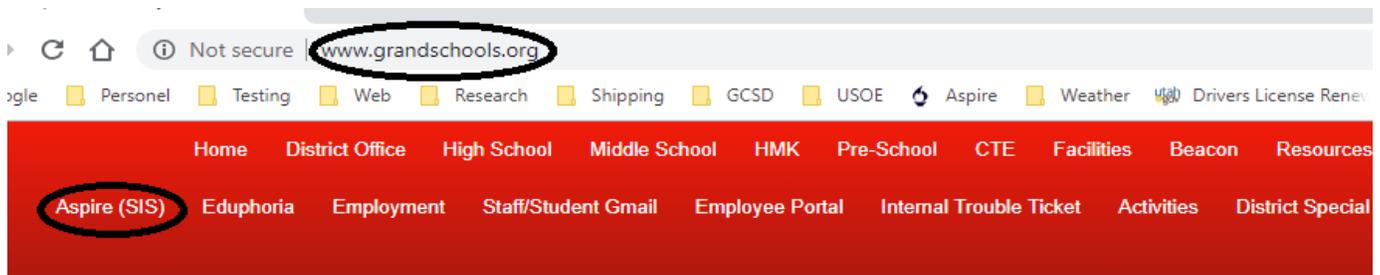
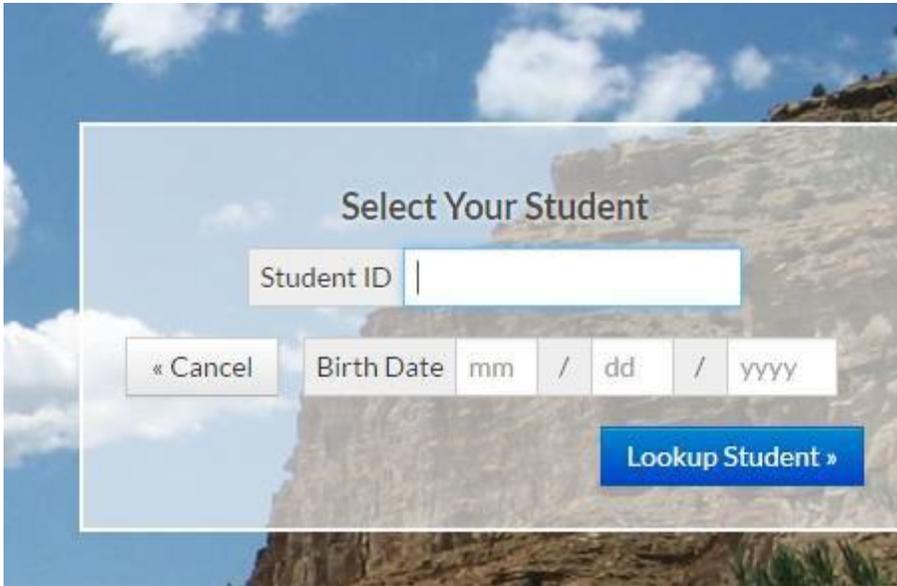
That will bring up the login page.

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.
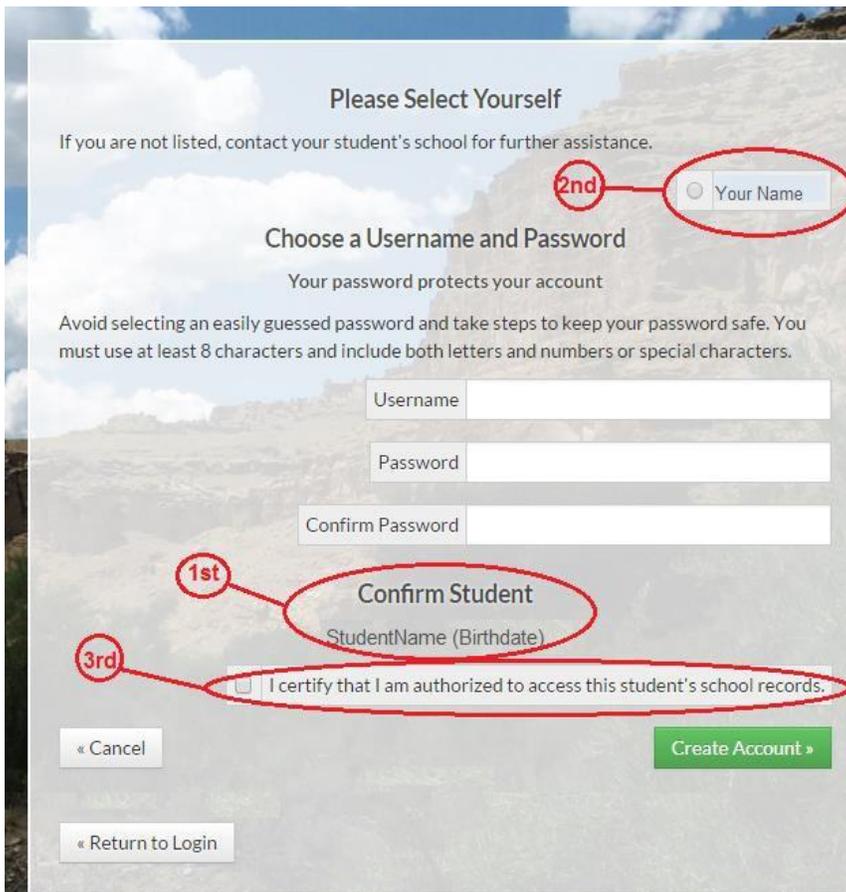You will need to know your child's Student ID# and birthdate.
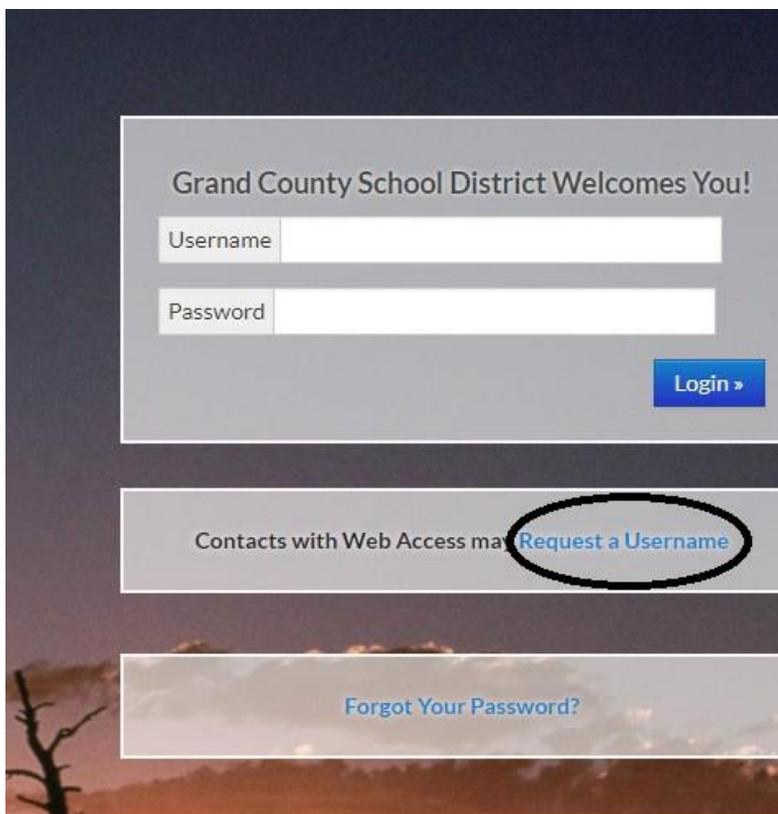
This starts the wizard to help you get set up.

**Once the information is entered click the Lookup Student button.
This brings up the following screen:**

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:

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

Address
Home | Mailing

Moab UT 84532
Phone Number
📞 (435)

Grade: **5**
Advisor: **Jamie Carter**

Assessment

🟢 = Is Reading at Grade Level
🔴 = Is Not Reading at Grade Level
🖼️ = Has Reading Intervention

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	1	Grade	✉️
	Room: 256	Assignments: 0 missing / 0 upcoming	0 tardies / 0 absences — Citizenship **S**
A- 92.72%	2	Assignments: 0 missing / 1 upcoming	✉️ — 0 tardies / 0 absences
	3	Assignments: 0 missing / 0 upcoming	✉️ — 0 tardies / 0 absences
	3	Assignments: 0 missing / 0 upcoming	0 tardies / 0 absences
	3	Assignments: 0 missing / 0 upcoming	✉️ — 0 tardies / 0 absences
	3	Assignments: 0 missing / 0 upcoming	✉️ — 0 tardies / 0 absences
	3	Room: 141	Assignments: 0 missing / 0 upcoming — 0 tardies / 0 absences
A- 93.57%	4	Assignments: 0 missing / 1 upcoming	✉️ — 0 tardies / 0 absences
A- 93.53%	5	Assignments: 0 missing / 1 upcoming	✉️ — 0 tardies / 0 absences
A- 93.37%	6	Assignments: 0 missing / 0 upcoming	✉️ — 0 tardies / 0 absences
B+ 89.71%	7	Assignments: 0 missing / 0 upcoming	✉️ Jamie Carter — 0 tardies / 0 absences

📄 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