

Parent Portal Access

www.IlluminateHC.com/bpusd

HOW TO ACCESS THE PARENT PORTAL:

1. Go to the website listed above: www.IlluminateHC.com/bpusd
2. Click on “**Click here to register**”
3. (Using only capital letters) Enter your **First Name** EXACTLY how it appears on your letter
4. (Using only capital letters) Enter your **Last Name** EXACTLY how it appears on your letter
5. (Using only capital letters) Enter your **Registration Number** EXACTLY how it appears on your letter
6. Type in your email address (example: janedoe@gmail.com)

IF YOU DO NOT HAVE AN E-MAIL ACCOUNT, SEE THE INSTRUCTIONS BELOW.

7. Make up a **New Password** that you will use to log on to Illuminate (Must be 6 or more characters)
8. Confirm your new password by re-entering the password you made up.
9. Click “**Register**”

- ❖ *Once registered, your child’s grades in each of his/her classes will appear.*
- ❖ *To sign out just click “Sign Out” at the top of your screen.*

Now that you have registered, you can access the Parent Portal in the future by doing the following:

- ❖ **ENTER YOUR E-MAIL ADDRESS AND THE PASSWORD YOU MADE UP**

Setting-up an E-mail Account

www.gmail.com or any other FREE E-mail site

HOW TO SET-UP AN E-MAIL ACCOUNT:

1. Go to the website listed above: www.gmail.com
2. Click “**Create an account**”
3. Enter your **FIRST NAME**
4. Enter your **LAST NAME**
5. **Make up a login name** for your email address (Example: SaraJones@gmail.com)
6. Choose a **password**
7. **Re-enter the password** you made up
8. **Choose a Security Question**
9. **Answer the Security Question**
10. Provide a back-up Email address (**optional, you can leave this blank**)
11. Enter the **Location**: United States
12. Enter your **Birthday**
13. Type the letters/numbers you see in the **Verification Box**
14. Click on “**I accept, create my account**”

Now that you have set up your email account, go to the Illuminate website and follow the instructions above for access to the Parent Portal.

For problems or questions about the Parent Portal please call or email:

Alma Canal (626) 960-7741 Ext. 2076

acsoto097@bpusd.net