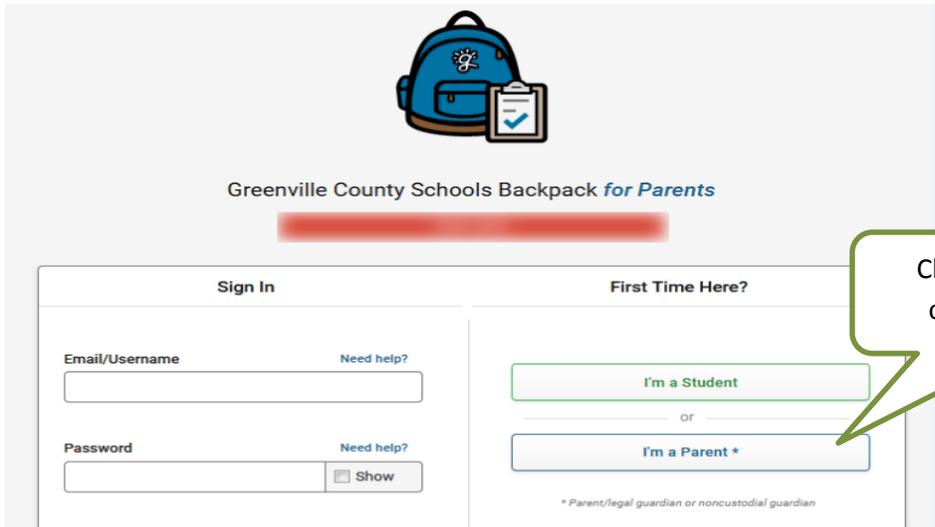# Creating a Parent Backpack Account

You will need an email address to create an account. You can obtain a free email account at Outlook.com, Google (Gmail), etc.

Go to the https://parents.gcsbackpack.com. You will see this screen.

If you already have a Parent Backpack Account, please proceed to Number 4 to add a Student to your Account.

1.

Greenville County Schools Backpack *for Parents*

Sign In	First Time Here?
Email/Username Need help?	I'm a Student
	or
Password Need help? Show	I'm a Parent *
	* Parent/legal guardian or noncustodial guardian

> Click on this button to create your account

2. You will see the Sign Up for Parent Account.

Enter your primary email address for your backpack sign in.

Email

> You enter your email address

Password   Show

One lowercase character   One uppercase character
One number   One special character
Ten characters minimum   No three or more repeated characters

> You will need to create a 10 character password following the rules listed.

Parent Information

Full Name

(Legal) First   Last   Middle

Legal First Name   Last Name   Middle Name (Optional)

You will be required to click on the link in the verification email being sent to you after clicking "create my Parent account" below. You will not be able to sign in until you've confirmed your email address.

Cancel   Create My Parent Account

> Fill in your name and click the Create My Parent Account button

3. You will receive an email to verify the account.

backpack *for parents*

Hi

Thanks for signing up for backpack. Get started by activating your account using the link below:

ACTIVATE YOUR PARENT BACKPACK ACCOUNT

Click on the button to activate your Account.

Backpack provides parents and guardians of students a way to view their students' information, manage contact and address information, help apply their student(s) to Special Focus schools and programs (Fine Arts Center, Career Centers, etc.) and more. To learn more, visit parents.gcsbackpack.com.

Be sure to hold onto this email as a reference to the information you provided at sign up in case you ever forget your email used at sign up.

It will take you back to the log in screen. Use your email and password that you created above to log in.

4. You can now link your students to your account by clicking on My Students **My Students** (you will need your Student's ID Number).

5. Once on My Students screen, click **Add a Student** Fill in your Student's information, click **Request to Add a Student** If your information is correct, you will receive this message.

Request to Add a Current Greenville County Schools Student

☑ Your student request has been successfully submitted to the administrative clerk at your student's school for review.

What's next?

You will now need to **visit your student's school** to verify your identity and/or proof of custody as a parent guardian or non custodial guardian for the student. You must bring at least one of the following to verify your identity:

- State/County issued birth certificate
- Government Issued Photo ID
- Divorce/Separation Documents (if applicable)

This will direct you to go to your Student's school and what documentation that you will need to bring to set up your Decision Maker/Parent Account for your Student.

If you have any questions or concerns, please contact your School.

Good Luck and Have a Great School Year!