

Online Registration - First Time Account Creation



If you are already an existing parent in the district, visit

https://az-lesd-psv.edupoint.com/pxp2_login_parent.aspx

New Family Online Registration Website:

https://az-lesd-psv.edupoint.com/pxp2_oen_Login.aspx

- 1) Select **More Options**
- 2) Click **Create a New Account**

A screenshot of the login page for Laveen Elementary School District. The page has a header "Login" and the district name "Laveen Elementary School District". Below the header are two input fields: "User Name:" and "Password:". A "Forgot Password" link is located below the password field. A blue "Login" button is centered below the fields. At the bottom right, there is a "More Options" button with an upward arrow. Below the main content area, there are two icons: a power button icon labeled "Create a New Account" and a padlock icon labeled "Forgot Password".

- 3) Complete the steps and enter your information

A screenshot of the "Parent Account Creation" page, specifically "Step 2 of 3: Create Your Account". The page prompts the user to "Please enter your first name, last name, and your email address". It contains four input fields: "First Name", "Last Name", "Email Address", and "Confirm Email Address". Below these fields is a CAPTCHA image with the text "7DN9y" and the instruction "Type the characters you see in this picture". A blue "Continue to Step 3" button is located at the bottom of the form.

- 4) Click **Submit**. Online Registration sends a confirmation message to your email account, which contains a link that allows you to complete the account creation process

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- 5) Click the link in the email. The Complete Account Creation window displays.
 - A. Change your **UserID**, if necessary. The default is your email address.
 - B. Enter a **Password**.
 - C. Enter the password again in **Confirm Password**

Complete Account Creation

A screenshot of a web form titled "Create Password". The form contains the following elements: a heading "Create Password", a paragraph "Please choose a login and enter your password to complete account creation and begin the online enrollment process.", the user's name and email "Steve Adams (sadam@gmail.com)", a "User ID:" label with an input field, a "Password:" label with an input field, a "Confirm Password:" label with an input field, a paragraph "If you forget your user ID or password, the login information can be email to you from the 'Forgot my password' link on the login page.", and a blue "Save and Continue" button at the bottom.

- 6) Click **Save and Continue**

You will now begin the process of Online Registration. Should you have any questions during this process please contact your School's Front Office.