

Illuminate Education

Parents - Creating & Accessing Your Parent Portal Account

Where to Start - Creating/Registering an Account

First off, you should have received a letter like the one below, giving you information on how to create a Parent Portal account. **If you do not have a letter like the one shown below, please contact your Student's Teacher to have a letter generated for you and your child(ren).** This school-provided letter will guide you through the Parent Portal Account Creation process.

Fairfield-Suisun Unified School District
2490 Hilborn Road - Fairfield CA 94534 - (707) 399-5000

School: East Elementary
Student Name: John Smith Grade: 5 Teacher Name: Ms. Jones

Fairfield-Suisun's Illuminate Parent Portal Has Arrived!

In an effort to continually improve communication between our parents and our schools, FSUSD has now implemented the Illuminate Parent Portal. As teachers begin using the Illuminate Gradebook, parents can create a personal account to view their student's assignments, assessments and grades all in real time! Our hope is that the system will provide you with a unique window into your student's school day, promoting greater student success in the process. Please use the information below to create your account.

Illuminate Parent Portal Account Creation:

Please go to <https://fsusd.illuminate.com/> and click the Create Account button as shown in the image below. The email address you use will become your username. You will also receive an email confirmation of your registration at this address.

Type in your first name as follows: First Name: John

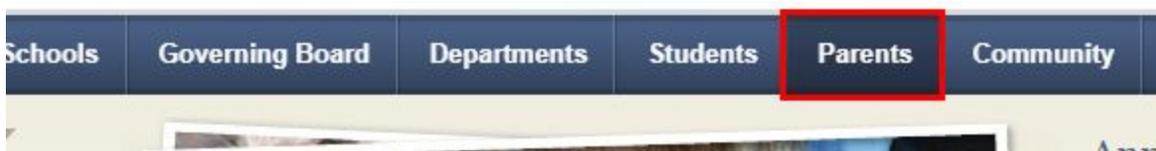
Type in your last name as follows: Last Name: Smith

Type in your unique access code: Your access code is: 123456789

The access code is good for all of your students in the district. However, please keep in mind that your student's teacher must be using the Illuminate Gradebook in order to access student information here.

Once you've obtained a letter like the one above, you will need to create a Parent Portal account if you have not already done so. The following section will guide you through the account creation process. If you've already done this you can skip to the next section.

1. Visit the [FSUSD.ORG](https://fsusd.org) website in Google Chrome, Mozilla Firefox, or Apple Safari
2. In the dark blue horizontal navigation bar, click the **"Parents" button**



3. On the “Welcome Parents!” page, click the left-most box that reads “**Illuminate**” to access the Illuminate Home Connect Parent Portal login screen



4. Click the green “**Create Account**” button

Fairfield-Suisun Unified School District
Thank you for partnering with us in education

Username:

Password:

Login

Create Account

Forgot Password

Log in with Google if you're a student:
Sign in with Google

NOTE: If you'd like to change the language of the login and account creation page click the “**Language**” menu in the upper-right corner, followed by either “**English**” or “**Spanish**” for your language of choice.



5. **Fill in the required fields** to get your account created. First Name, Last Name, and Access Code should match exactly as they are shown on the physical letter you received.

Create Parent Account [Back To Login](#)

First Name

Last Name

Email
This email will be used as your username when logging in.

Phone

Access Code
If you do not have an access code, please contact your school district to receive one.

Access Code

Password

Password

Confirm Password

This will complete your Illuminate Parent Portal account creation process. The next section will guide you through how to log in with your account as well as how to find your students' Report Cards.

Where to Start - Logging In to your Newly Created Account

NOTE: Be sure that you already have a Parent Portal account (detailed in the previous section).

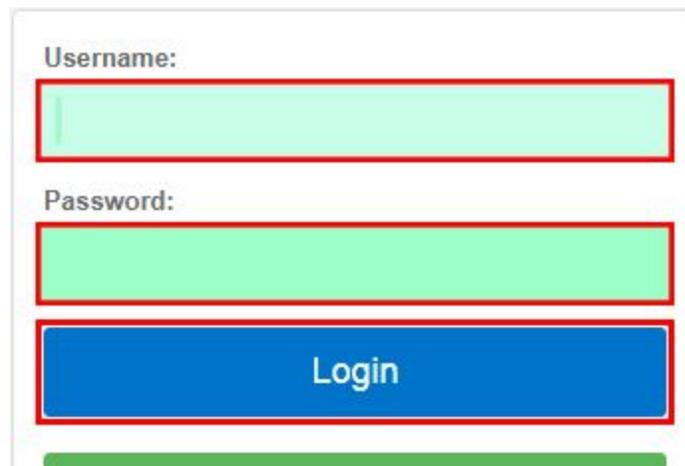
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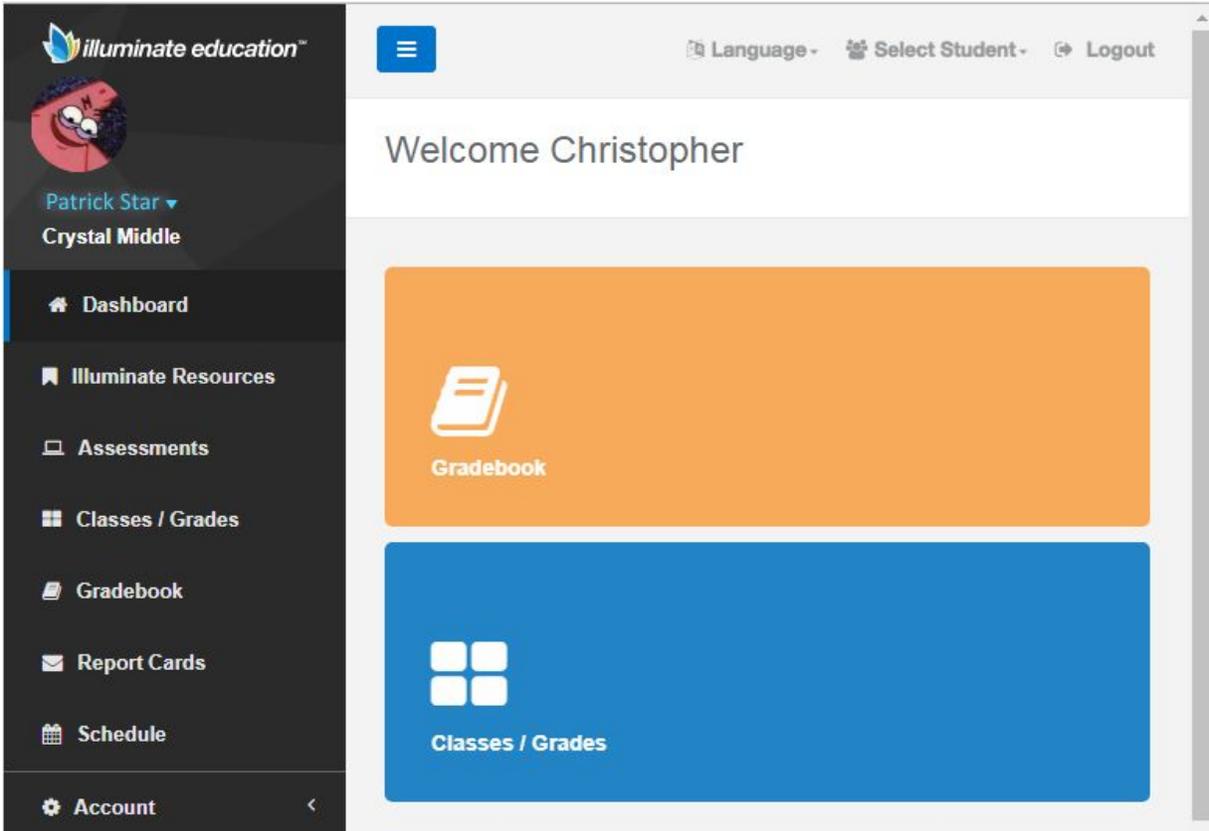
4. Enter your Parent Portal account **e-mail address** and **password**, then click the blue “**Login**” button to sign in to the Parent Portal

A screenshot of the login form. It contains three main elements: a 'Username:' label above a light green input field, a 'Password:' label above another light green input field, and a blue 'Login' button. All three elements are highlighted with red rectangular borders.

Finding Your Way Around the Parent Portal

NOTE: Be sure that you have already logged into your Parent Portal account as detailed in the previous section.

This section will show you how to find your way around once you have already logged into your account.



5. The **“Language” menu** in the upper-right corner can be used to switch between the two currently-available Parent Portal languages (English / Spanish)



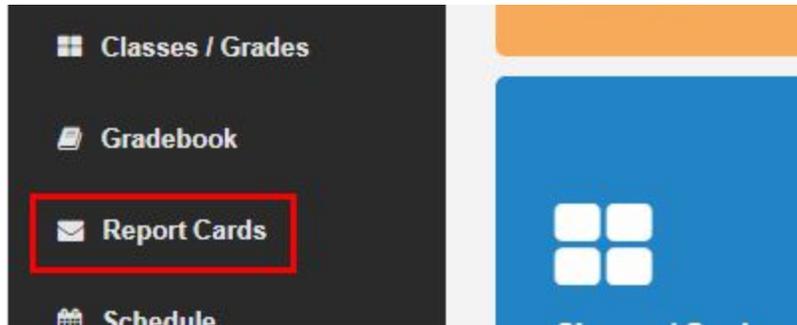
6. The **“Select Student” menu** in the upper-right corner can be used if you have more than one student/child in the District, you can switch between them



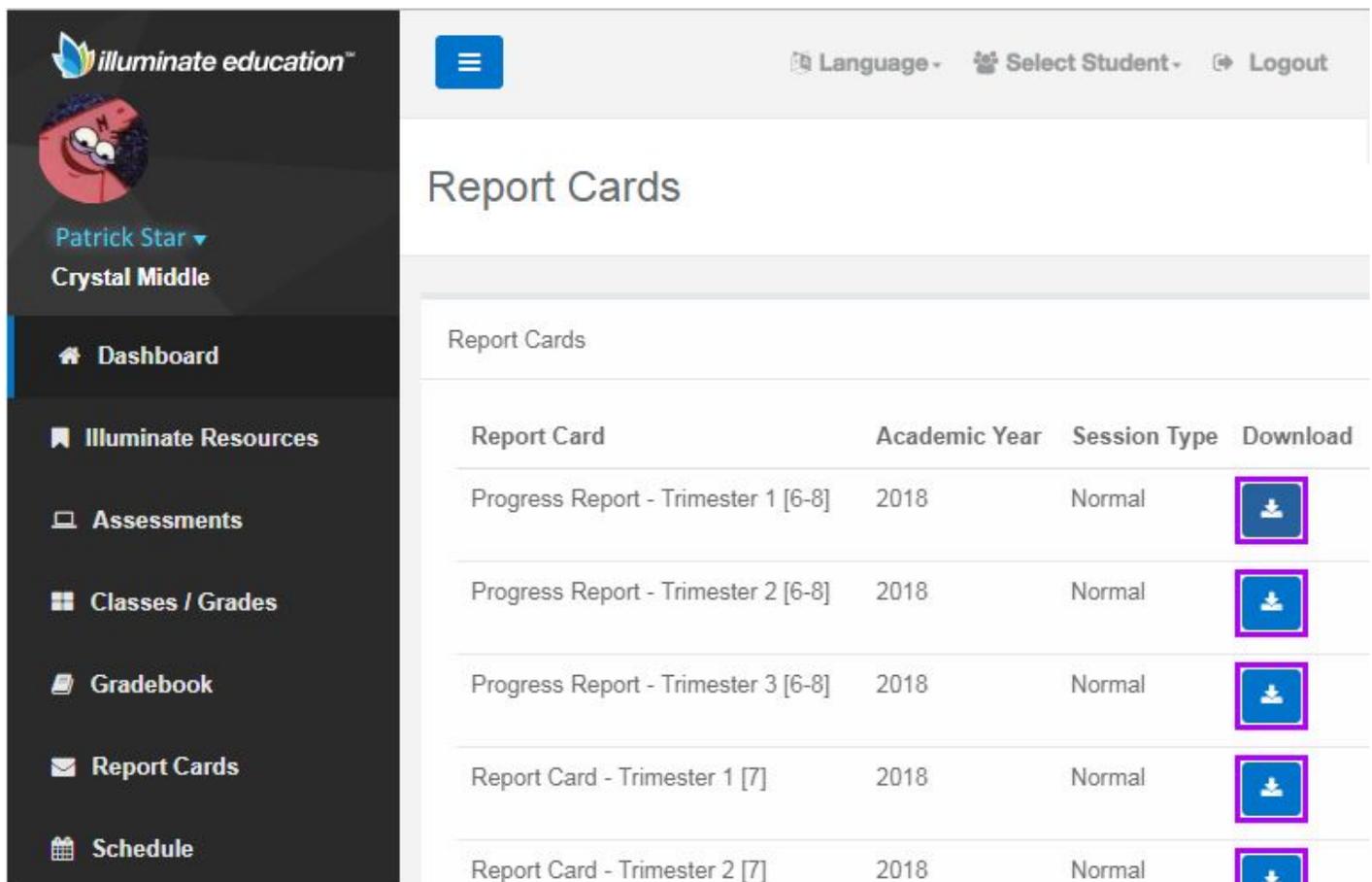
Report Cards

Our District has made student Report Cards available online. You will find them for download in the Report Card section of the Illuminate Home Connection Parent Portal.

7. The left-side of the screen will show Navigation links for you to view various information about your student(s). Click the **“Report Cards”** link to view a list of your student’s Report Cards.



8. Click the **blue “Download”** button to the right of the Report Card you wish to print and a PDF will generate/download.

A screenshot of the Illuminate Home Connection Parent Portal 'Report Cards' page. The page has a dark sidebar on the left with the 'Report Cards' link selected. The main content area shows a table of report cards. The table has four columns: 'Report Card', 'Academic Year', 'Session Type', and 'Download'. There are five rows of report cards, each with a blue 'Download' button to its right. The 'Download' buttons are highlighted with purple boxes.

Report Card	Academic Year	Session Type	Download
Progress Report - Trimester 1 [6-8]	2018	Normal	
Progress Report - Trimester 2 [6-8]	2018	Normal	
Progress Report - Trimester 3 [6-8]	2018	Normal	
Report Card - Trimester 1 [7]	2018	Normal	
Report Card - Trimester 2 [7]	2018	Normal	