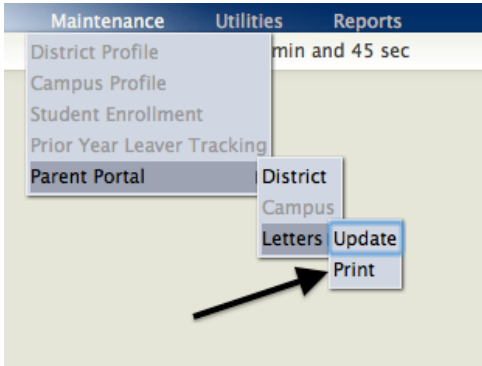


Accessing Parent Portal IDs

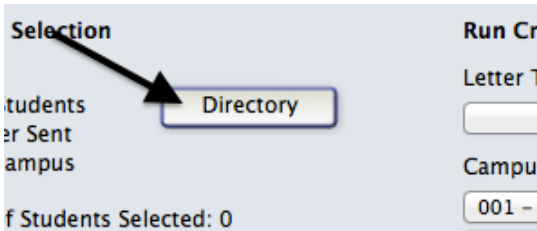
In TxEIS, go into the Registration area



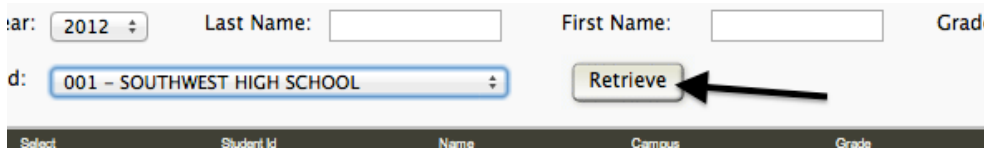
Go to Maintenance > Parent Portal > Letters > Print



Click on Directory



Select the correct campus, and enter the student's first and/or last name, and click Retrieve



When the student's name comes up, the Parent Portal number is listed on the right side of the window.

