



Aeries Parent Portals and the Data Confirmation Process

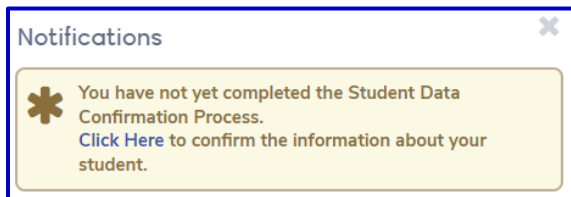
Parents are required to complete the Data Confirmation Process each August using their Aeries Parent Portal. Aeries Portal accounts are automatically created any time a parent email is added or updated in the district database. New parents should have received an automated email from latrobe-aeries@edcoe.org with instructions to complete your account by clicking on *Forgot Password?* and customizing your password.



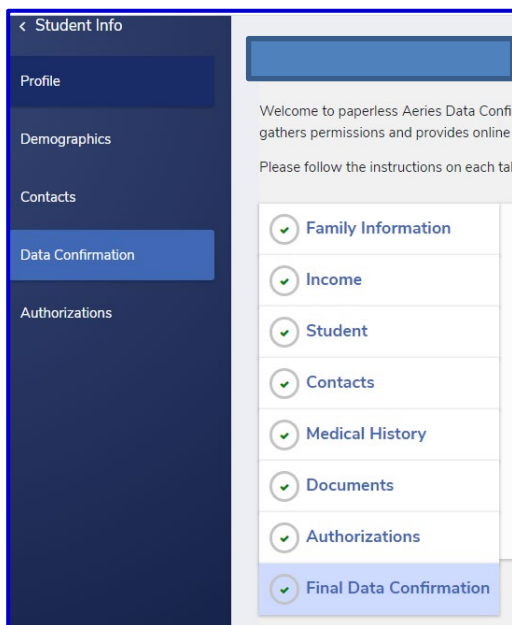
1. Access Aeries Portals from the homepage of our website, or use this direct link: <https://latrobeaeries.edcoe.org/parent/LoginParent.aspx>



2. Your username is your email address. If you don't know the password, click on *Forgot Password?* and follow the instructions to reset your password.



3. Once you are logged in, you will see a notification that you have not yet completed the Student Data Confirmation Process. Select *Click Here* to start the process. Or, you may re-access the process under Student Info / Data Confirmation.



4. To complete the Data Confirmation process, click on each of the items on the list and follow the instructions to confirm. Remember to click on *Final Data Confirmation* when you have finished.
5. The office will print out the emergency cards.
6. For assistance with data confirmation or Aeries accounts, please contact Tracy Pearson at tpearson@latrobeschool.com, or stop by the Miller's Hill office to use a Chromebook to complete the process.

Thank you for confirming your child's information. Safety is our number one concern.