## **RUSD** BE EXTRAORDINARY

## How to Login/Change Password – Student/Parent Portal

The student/parent will go to <u>https://aeriesportal.riversideunified.org/parent</u> and click **Forgot Password?** 

## English ▼ Image: Contract of System Image: Contract of System

**Riverside Unified School District** 

Type there **Riversideunified.org** email address on the next screen. Parents will type the email address they used to create their Aeries Parent Portal account.

	Return to Login Pag
Step 1	Send Email Verification
PI	ease enter your email address into the field below:
Email Address	student@riversideunified.org
A verification <u>AeriesDelive</u>	n email will be sent to your email address from: ry <u>Email@riversideunified.org</u>
Before continuing, please add this email address to your <u>contacts or safe</u> <u>senders list</u> , to ensure you receive this email.	
	Next



Message will show email has been sent on the screen:

	Aeries Student Information System
	Return to Login Page
Step 2	Email Verification
A verification RUSDParent( Click the <u>Clic</u> Code into the	email has been sent to your email address from: <u>Qrusd.k12.ca.us</u> <u>K Here</u> link provided in the email or copy and paste the Email field below
Email Add	ress:
Email C	ode:
	Next

Student/Parent will check email account for the following email and click on the word Click Here

ries - Reset Account Password
SDParent@rusd.k12.ca.us
Wed 3/L/2017 11:28 AM
1000, 001 1
yu have indicated that you have lost the password for your Aeries account. Please click the following link to go to a web page that will allow you to set a new password for your account
ick Hare ←→→
the link above is not working , copy and paste the following URL into your web browser.
tps://aeriestest.rusd.k12.ca.us/aeries.net/LostPassword.aspx?command=Reset
e page will then ask you for the following information:
Email Address:
<ul> <li>Email Code: \$49HJ8YY7B3T877A77N2</li> </ul>

Type in new password and click Next:

Final Step Set New Password		
Thank you for confirming your email address. You may now enter a new password for your account.		
New Password: *******		
ReType New Password: *******		
Next		
Complete		
Your password has been adjusted. You may now login to Aeries. <u>Return to Login Page</u>		