



September 2018

Hello Parents and Guardians,

The Calgary Board of Education has moved to a new platform for paying school fees online (*MyCBE account*) and online access to your student(s) attendance and grades (*PowerSchool*). PowerSchool is replacing HomeLogic.

One account will give you access to **both** the **MyCBE account** and **PowerSchool**. Attached are instructions on how to obtain your username and password. With this, you will be able to:

- Pay School Fees.
School fees will be assigned the first week of October. We will be sending home, with your student, a yellow invoice. Fees are due upon receipt of this invoice. The fees assigned do not qualify for a fee waiver. Fees may be paid on-line using your CBE account or be paid by cash, cheque, debit, Visa or MasterCard into the business office.
- See student Attendance, Grades and Schedule
- Access D2L and Brightspace

Information for your MyCBE / PowerSchool account – please click on the link.

<https://www.cbe.ab.ca/news-centre/Pages/cbe-launches-new-student-information-system.aspx>

To create your MyCBE / PowerSchool account:

1. Click on this link. <https://sis.cbe.ab.ca/public/createaccounthelp.html>
2. Request an Access Key - To obtain an Access Key, which will be sent to you by email, you will need your student's CBE ID number and birthdate. Ask your child for their CBE ID number, or it will be on a copy of their school timetable or report card.
3. Once you receive your Access Key by email, click Create Parent Account, or click on this link: <https://sis.cbe.ab.ca/public/home.html>

You will create your own **user name** and **password** and **enter the Access Key** and **CBE Student ID number** for each student. At the bottom of the page, click **Submit**.

PowerSchool App - When you have set up your account, you can download the **PowerSchool App** from the Google Play Store or from the iPhone App Store. Once the app is installed, enter the **CBE district code: DDXT** and your username and password. This will give you access to your student(s) information.

Desktop Computer - Parents can also access student information through a desktop computer by clicking this link: <https://sis.cbe.ab.ca/public/>

Information: For more information, click here:

<https://www.cbe.ab.ca/support/Documents/MyCBE-PowerSchool-Creating-a-Parent-Account.pdf>

Administration
Sir Winston Churchill High School