



FOCUS PARENT PORTAL ACCESS

The FOCUS Parent Portal is a web-based tool for parents to monitor student progress throughout the year. The FOCUS Parent Portal allows you to set up your own account which provides the following student information:

- Attendance
- Class Schedule
- Current and Prior Grades
- Current Class Assignments
- Test Scores
- Student Demographic and Address Information
- Discipline Information
- Billing Balances
- School Calendar and Current Events

REGISTRATION

Parents and Guardians may self-register for FOCUS Parent Portal access here: [Create a new FOCUS account](#)

OR

You may visit the school website ([ADHUS](#) or [FAU HS](#)) and select **FOCUS** under QuickLinks. From there you can click on "Create a New Focus Account".

You will need the following information to complete the registration:

1. Valid Parent Email address for notifications (this email address will also be your username)
2. Student's Date of Birth
3. ADHUS/FAU HIGH SCHOOL ten digit Student ID number (Beginning with 72.....)
4. The last four digits of the students Social Security Number

Student ID numbers can be found on report cards and progress reports. If you are unable to locate your student's ID number, please call the front office at 561-297-3970. You will be asked to verify your identity by supplying your address, the student's DOB, and the last four digits of the student's SSN.

The following panel allows parents/guardians to **create and register a parent account, add a student** to an existing account, and to **reset an existing account password** (the password reset feature will not work if the account user name begins with P72..... A new account will need to be created.)



Welcome to the Florida Atlantic University Schools parent registration portal. The Focus Parent Portal is a tool designed to enhance communication and involvement for you in your child's education. This portal will allow you to monitor your child's progress in school by providing timely access to both assignments and grades that are entered by the teacher throughout the grading period. This communication tool will improve your ability to assist your child and to communicate with the teacher if necessary.

In order to create a Parent Portal account online, you must have a valid email address . If you are unable to create an account, visit your child's school for assistance.

 [I DO NOT have an Account Registered on the Parent Portal but my child is Actively Enrolled](#)

[I have an Account Registered on the Parent Portal but would like to ADD A CHILD](#)

[I have Forgotten My Password and would like to generate a new one](#)

All required information must be entered correctly. It will be matched to an ACTIVE student in the District’s FOCUS system, if not, the following error will be displayed. Should this occur, and the information you entered is not in error, please contact the front office at 561-297-3970

Please enter your child's information:

The student you requested could not be found.

Student ID: (Required)

Student's Birthday: (Required)

Once you have successfully added all of your students, click to “complete the registration”. You should then receive a message on the screen confirming your account creation.
Check your email for a message from Florida Atlantic University Schools <noreply@focus-sis.org> for a request to verify your email address.

VERIFICATION

YOU WILL NOT BE ABLE TO SEE STUDENT INFORMATION UNTIL YOUR ACCOUNT IS VERIFIED BY THE SCHOOL. Once you log in you will notice you do not yet have access to your student’s data. For security reasons, there is a process in place to verify and approve your request which may take up to 48 hours. In most cases it is NOT necessary to visit the school in order for the account to be verified.

Once your account has been approved by the school you will receive another email that “You have been granted access to the Florida Atlantic University Schools Parent Portal for your student”. You will now have access to your student’s data once you log in. If there are multiple students under the account, you may toggle between them using the drop down box in the upper right side of the screen.

Log into FOCUS using the [main FOCUS log in](#) here.

SETTING EMAIL NOTIFICATIONS

From the main “Portal” page you may select the type of Email Notifications you would like to receive. Choices include none, daily, weekly and custom notifications (where you can receive notifications if your student’s grade drops below a certain level and more).

VIEWING CONTACT INFORMATION

You may view your contact information, as well as the student’s emergency contact information by selecting “My Child” and then “Child Info”. Then use the left side menu to navigate.

For questions, or if you would like assistance creating an account, please contact the front office at 561-297-3970. For questions or difficulties logging in please email adhusrecords@adhus.fau.edu .