

## **INSTRUCTIONS TO OPEN A PARENT PORTAL**

1. Go to the Sewanhaka Central High School District Site  
([www.sewanhaka.k12.ny.us](http://www.sewanhaka.k12.ny.us))
2. Go to **Our Schools**
3. **Floral Park Memorial**
4. Go to **Resources**
5. Choose **Parent Portal**
6. At the bottom of the Parent Portal Login click on **Online Registration**

**IT IS STRONGLY RECOMMENDED THAT YOU USE LOWER CASE FOR THIS  
PROCESS**

Parent Name: This will be your user ID – first initial and last name with no punctuation marks works best. Ex: Mary Smith would be msmith

Parent E-Mail Address:

Password: Must be a least 3 letters and 3 numbers (**You must remember your password to get into the system**)

Authentication Question: Choose and answer one:

- Ex:   What was the name of your first pet?  
          What was the name of your first auto?  
          What was your maiden name?  
          What was your first school?

Please have at hand your child's:

Name:

Student ID #:

Grade:

Thank you