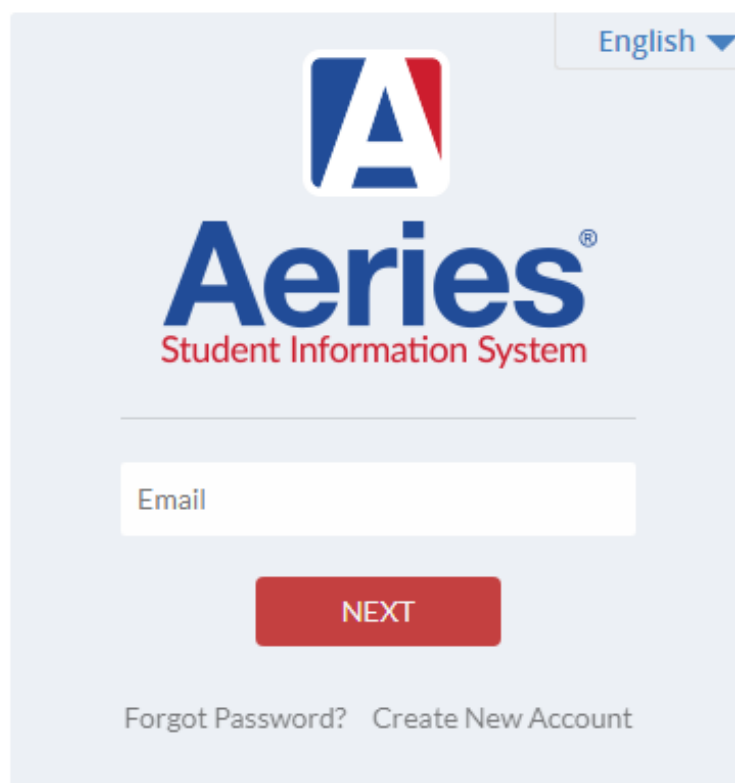


Aeries Parent Portal Contacts – Adding and Updating

To Access our Parent Portal – click on the link below

<https://beverlyhillsusd.asp.aeries.net/student/LoginParent.aspx?page=default.aspx>

Beverly Hills Unified School District

The image shows the login page for the Aeries Student Information System. At the top right, there is a language dropdown menu set to "English". In the center, there is a large blue "A" logo above the word "Aeries" in a bold blue font, with "Student Information System" in a smaller red font below it. Below the logo, there is a white rectangular input field labeled "Email". Underneath the input field is a red button with the word "NEXT" in white capital letters. At the bottom of the login box, there are two links: "Forgot Password?" and "Create New Account".

English ▼

Aeries
Student Information System

Email

NEXT

Forgot Password? Create New Account

If you have already setup your Parent Portal Account, please login. If you have not setup your account, please follow the instructions below

Instructions for Creating a New Account

- Click "**Create New Account**" at the bottom of the login box.
- Choose "**Parent**" as the Account Type and click on Next.
- Add this email address to your "contacts" or "safe senders" list to ensure you receive this email. aeriesportal@bhusd.org
- Enter your personal e-mail address, your password choice and click on "Next" (one time).
- **A VERIFICATION email WILL BE SENT TO YOU.** Click on "**Confirm This Email Address**".
- Return to the Login Page and log on.
- Enter the Permanent ID number, the Home Telephone Number (or main number you provided to the school), and the VPC Security Code that was mailed to you. Click "Next".
- Select one contact name at a time, update the e-mail and then click "Next".
- You may now add another student at the next screen or begin to e-Register your child(ren).

Aeries Parent Portal Contacts – Adding and Updating

The screenshot displays the Aeries Parent Portal for Golden Eagle Elementary School. The page includes a navigation bar with links like Home, Communications, Student Info, Attendance, Grades, Medical, Guidance, Test Scores, Programs, and Change Student. A welcome message for Abel Alvarez is shown, along with a notification about a new Aeries tour. The main content area features a 'Class Summary' table and a 'Calendar' section.

Class Summary Table:

Teacher	Gradebook	Mark	Trend	Missing Assignment	Past 5 Days	Website	Access Code	Last Updated
					T F M T W			
Enos	aladklokdaf - Trimester 1	90.0%		0	- - - - -			Sep 27
Enos	ELA (Rubric) - Trimester 1	268.3%		0	- - - - -			Apr 19
Enos	Math - Trimester 1	90.5%		0	- - - - -			Apr 19
Enos	Physical Education - Trimester 1	88.7%		0	- - - - -			Apr 19
Goode	Science (Enos' Class) - Trimester 1	AD (96.0%)		0	- - - - -			Apr 19
Enos	Social Studies (Goode's Class) - Trimester 1	0.0%		0	- - - - -			Jan 01
Enos	Social Studies (My Class) - Trimester 1	86.6%		0	- - - - -			Apr 19
Enos	test - Trimester 1	0.0%		0	- - - - -			Jan 01
Enos	Work Habits / Behavior (Rubric) - Trimester 1	0.0%		0	- - - - -			Apr 19

Calendar Section:

09/27/2017

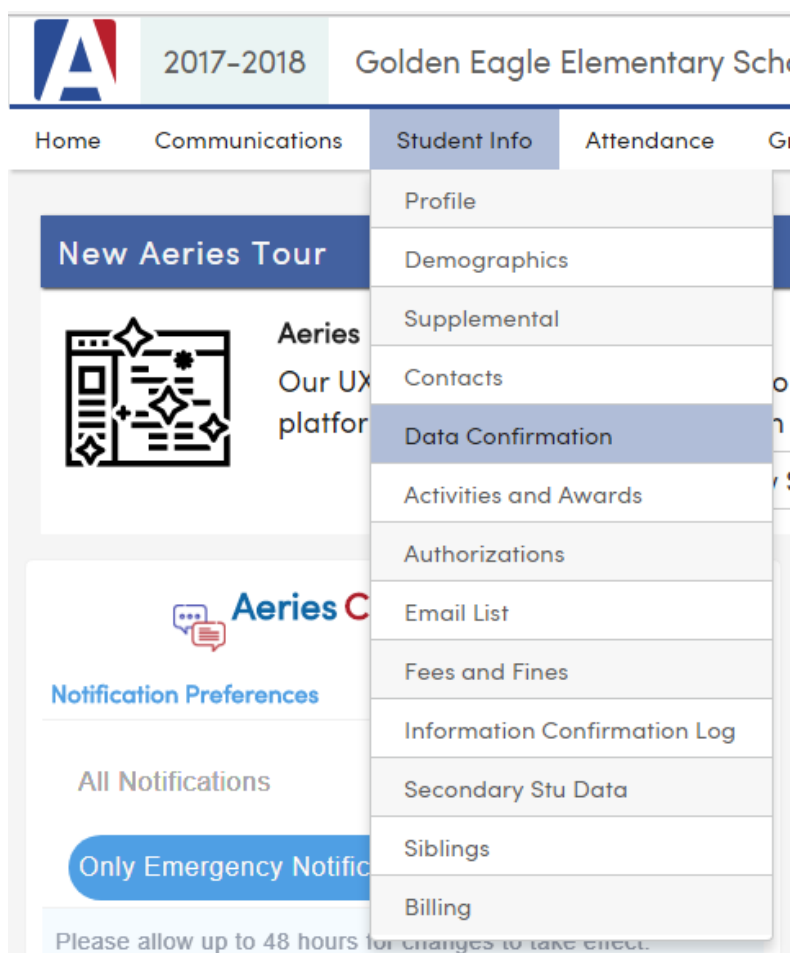
+ Add New Event

Display: Day

You have no events for this date

After you have successfully logged in you will see the screen similar to the one above.

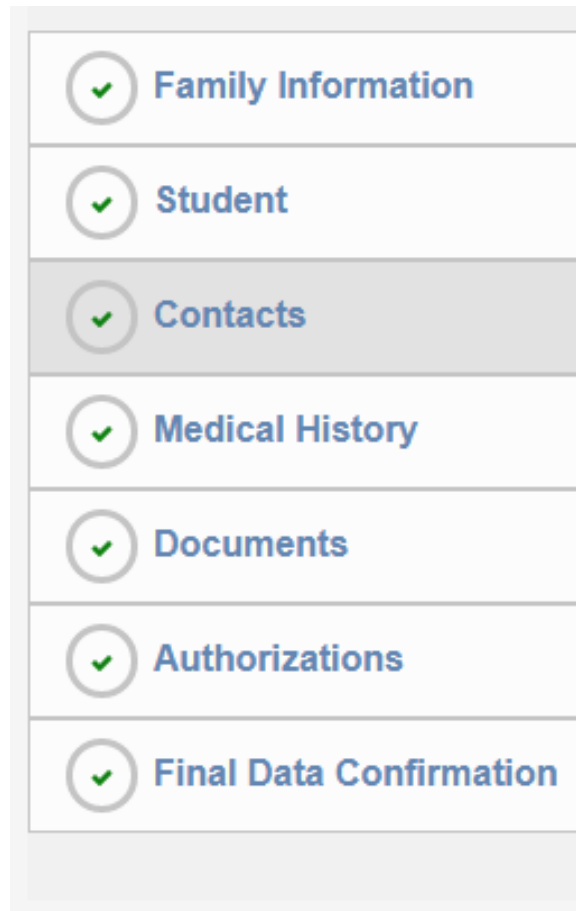
Aeries Parent Portal Contacts – Adding and Updating



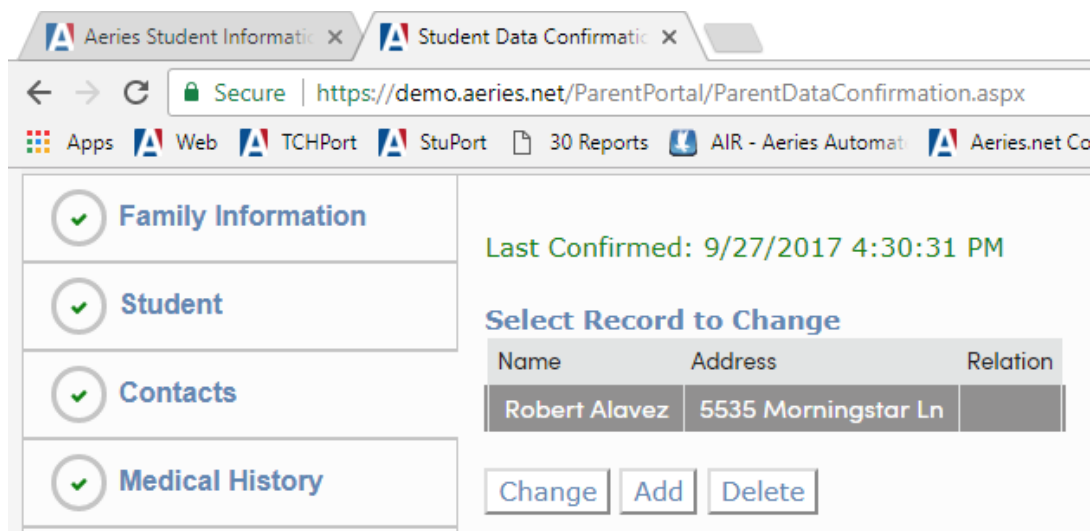
Click on **Student Info**

Click on **Data Confirmation**

Aeries Parent Portal Contacts – Adding and Updating



Click on **Contacts**



To add a New Contact - Click on **Add**

To update/change the contact information of an existing contact, click on the Contact and then click **Change** button

Aeries Parent Portal Contacts – Adding and Updating

✓ Student

✓ Contacts

✓ Medical History

✓ Documents

✓ Authorizations

✓ Final Data Confirmation

Select Record to Change

Name	Address	Relation
Robert Alavez	5535 Morningstar Ln	

Contact Details

	Notes
Name	Sally Jones
Name Prefix	
First Name	Sally
Middle Name	
Last Name	Jones
Name Suffix	
Address	255 S Main Street
City	Beverly Hills
State	CA
Zip	90212-
Address Type	Home Address
Relationship to student	Mother
Lives With Student?	Yes
Code	Parent
Mail Tag	
Telephone Number	(310) 551-5555
Work Phone Number	(310) 859-1234 1235
Cell phone number	(310) 555-998_
Pager	
Email Address	mommy@yahoo.com
Employer Name	
Employer Location	

Save Cancel

Input the Contact's Information

Be sure to include a current email address, home telephone number and cell phone number

Aeries Parent Portal Contacts – Adding and Updating

Name

Name Prefix

First Name

Middle Name

Last Name

Name Suffix

Address

Address Type

Relationship to student

Lives With Student?

Mother

Father

Stepfather

Stepmother

Foster Father

Foster Mother

Grandfather

Grandmother

Uncle

Aunt

Family Member

Court Appointed Guardian

Caregiver

Emergency Contact

Surrogate parent (for IEP)

Agency Representative

Other Relative

Other Relationship

Unknown

Select the **Relationship to the Student**.

Click the **Save** button at the bottom.

Select Record to Change

Name	Address	Relation
Alice Abbott		DO NOT CONTACT
Adam Abbott	5647 Elm St	Father
Sara Abbott		Stepmother
Bonnie Johnson		Emergency Contact
George Abbott		Grandfather
Paul Smith	125 N Oak St	Agency Representative

[Change](#) [Add](#) [Delete](#)

Feel free to add other contacts as you feel necessary.