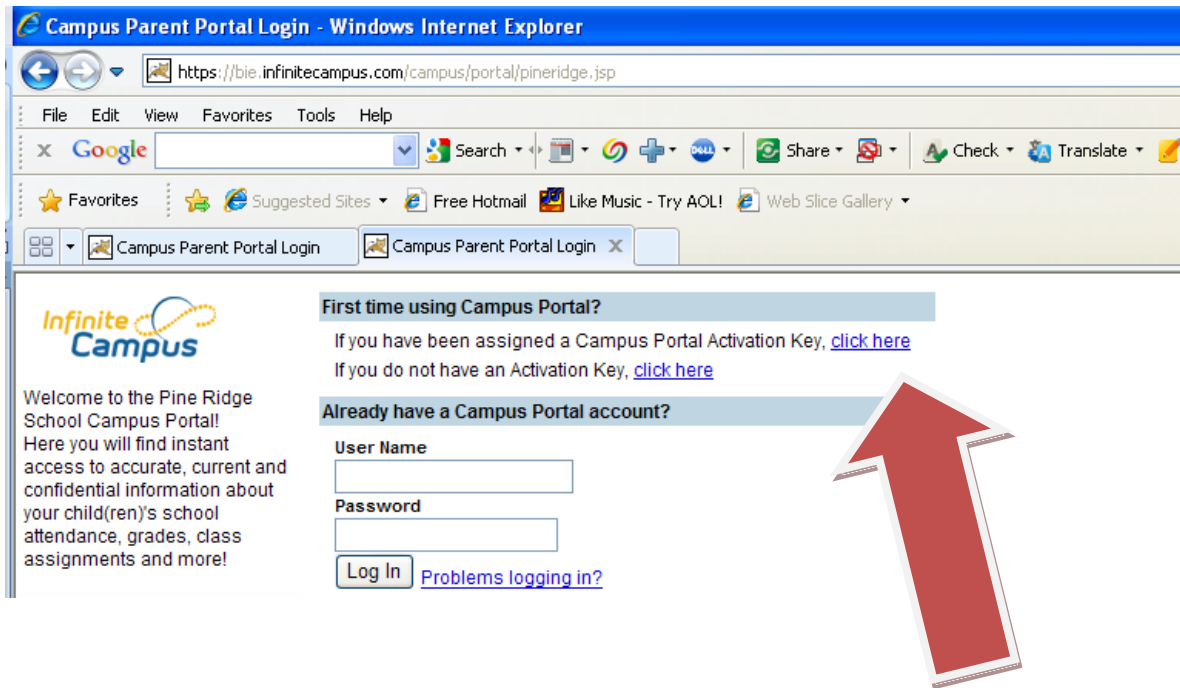


Step 1: go to the website <http://www.prs.bie.edu/portal.html>



Step 2: Click on If you have been assigned a Campus Portal Activation Key, [click here](#)

Step 3: Enter Activation Key as provided and click submit:

**Activating your Campus Portal account**

Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal [Activation Key](#) sent to you by your child's school.

**Activation Key**

{  -  -  -  -  }

Step 4: enter a New Username and Password: (please write down)

**Example for john doe**      firstname.lastname  
Username: john.doe  
Password: thorpes123

Step 5: Congratulations you have now access to your student's parent portal account!