

MSS Parent Portal Account Setup Information

When the Contact record for a parent or guardian meets the requirements for an MSS account, school division personnel create the user account. An email from 'production@pd.myschoolsask.com' will be sent to the user containing information similar to that shown in blue font below.

For the initial setup, we recommend that you use a laptop or PC. Once you have successfully logged in, you can use a mobile device to access MSS.

Users must follow the directions below to finalize the user account. Step 5 is important for future self-reset of the password (enter email address, select Security Question, and provide answer to Security Question). Please follow each step fully.

Welcome to the Lloydminster RCSSD 89 MySchoolSask PARENT PORTAL which will allow access to see grades, attendance and other information on your child(ren). Each parent or guardian will have their own separate account.

To access MySchoolSask:

1. Visit <https://myschoolsask.ca/aspen/>
2. Make sure popups are enabled for your browser
3. Your user name will be: (the user name will be inserted in the email message)
4. Your temporary password will be: (the temporary password will be inserted in the email message)

NOTE: Both user name and password are case sensitive

5. Enter your user name and password then click Log On to access the system. You will be prompted to change your password, and fill out some information so that in the future you can click "I forgot my password" to receive a new password.

Once you have successfully logged on to MSS, you will have access to your child's schedule, marks, report card grades, report cards (during the published time period), and other information.

There is not an app for MSS. Please save the URL from Step 1 to your devices for future use. You can also visit lcsd.ca to access MySchoolSask from a link on the home page or under Student & Parents tab.

Should you encounter issues setting up your account or if you did not receive an email with instructions to setup your account, please contact your child's school for assistance.

Refer to other Help Guides for instruction on how to access information once your user account is set up or for direction to reset your password. Note that the screenshots in Help Guides may appear somewhat different than that of your device as the page layout adjusts to the type of device you are using.