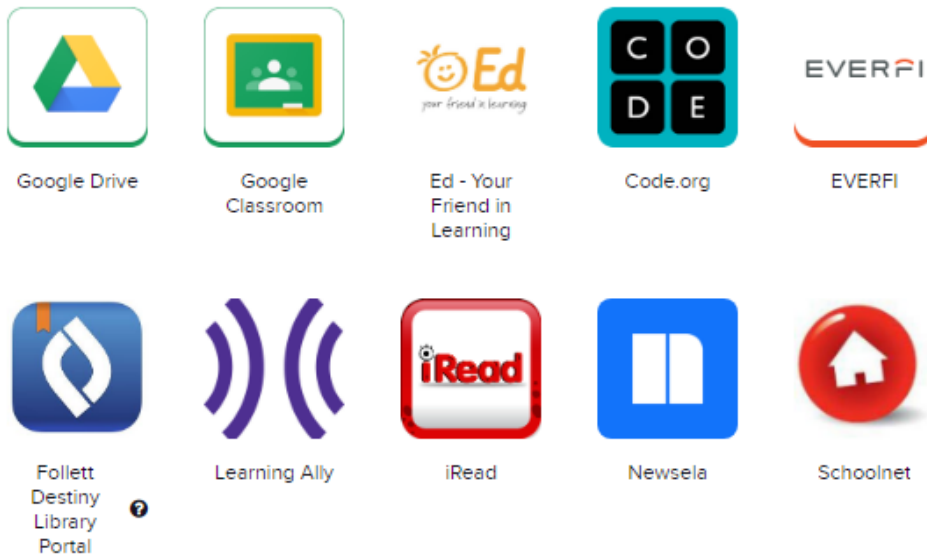


HOW TO LOG IN TO THE STUDENT PORTAL AT HOME

From the student portal you will have access to the following school based applications:

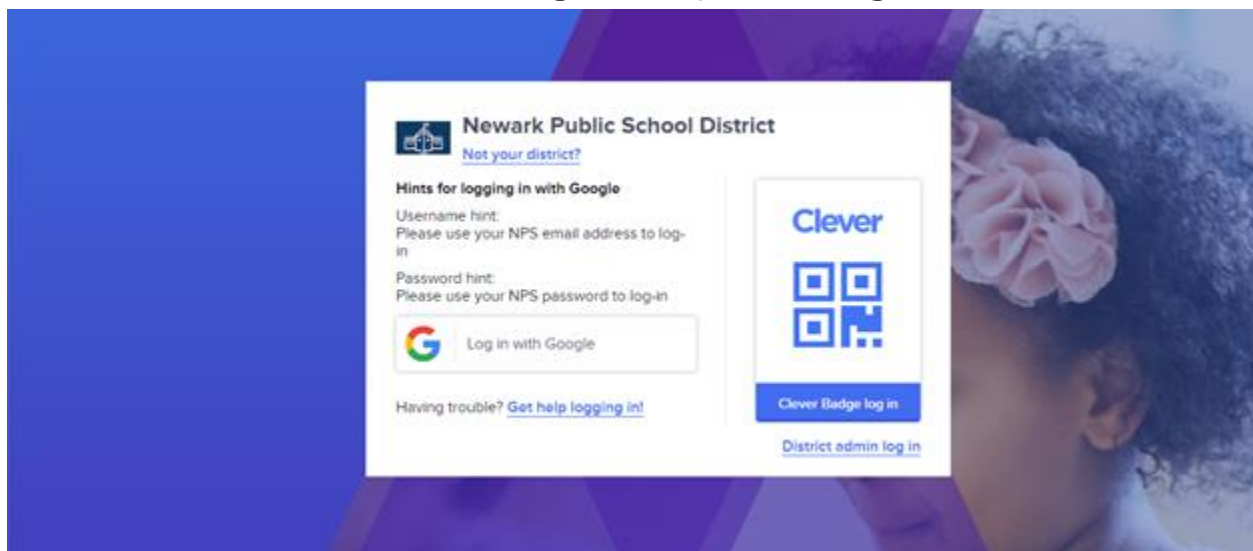
Student Applications (District)



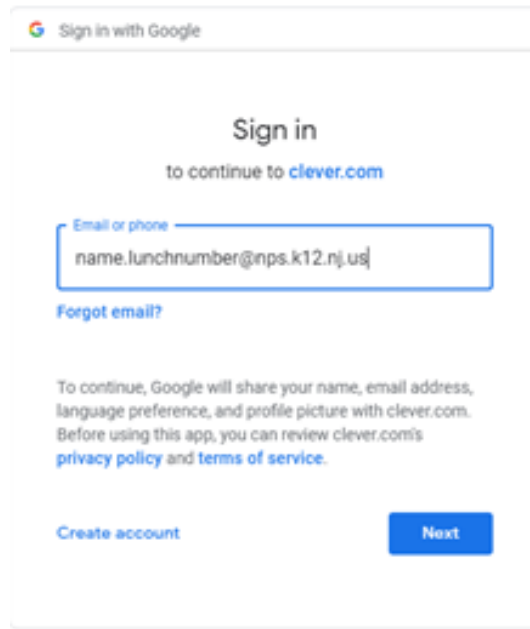
1. On your computer, go to the Newark Public Schools website: www.nps.k12.nj.us
2. From the NPS homepage go to the **STUDENTS** tab and then click on the **STUDENT PORTAL**



3. You will then be asked to sign into your Google Account

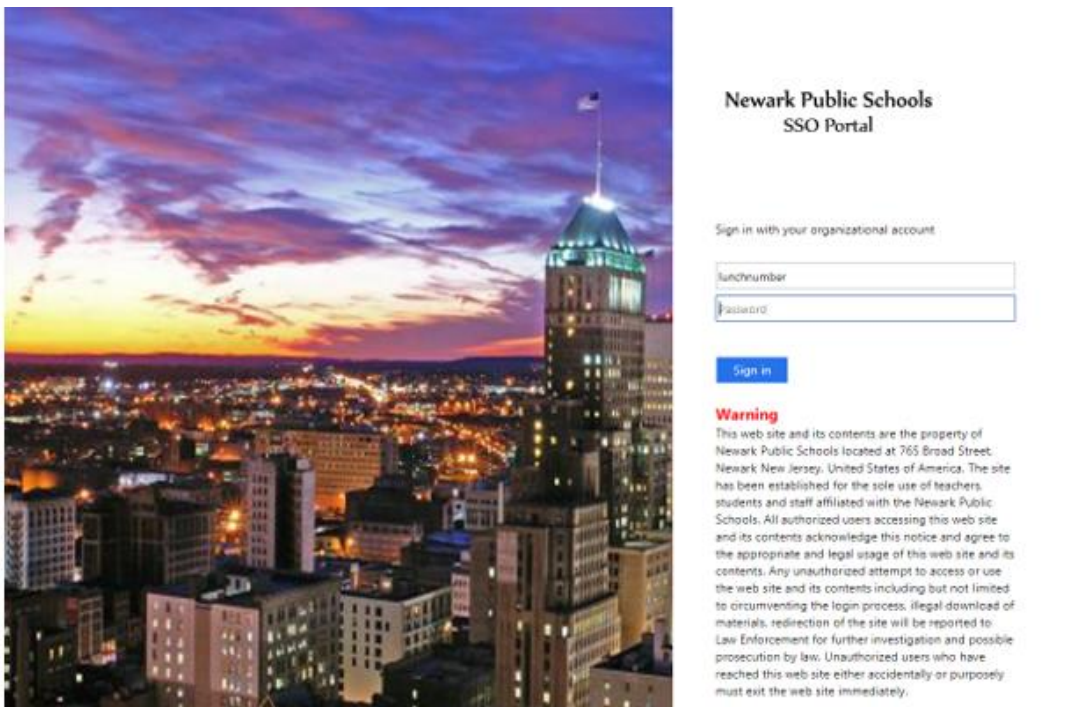


- 4.
5. Click LOG IN WITH GOOGLE



6.

7. To Sign in you must use your full username which is firstname.lunchnumber@nps.k12.nj.us
8. You will then get the NPS SSO Portal Page



9. Username for the SSO Portal page is your **LUNCH NUMBER** and then enter your password.

If you have trouble signing in to the Student Portal...

1. Make sure that nobody else is already signed on to a Google Account. You can do this by clicking on the AVATAR Icon on the top right of your browser window. Sign out of any account that may already be signed in.
2. Make sure that you entered the correct username and password for both the Google Sign In and the NPS SSO Portal Page
 - a. If you forgot your username or password you can email Mr. Capano at ccapano@nps.k12.nj.us and provide the following information in the body of the message: Student's First Name, Last Name, Homeroom Teacher and the issue that you are having.

