

Southwest Allen County Schools are more frequently using the website and parent e-mail to keep you informed regarding emergency and/or important information. If you have not previously submitted an email address, or if you need to update or add additional addresses, please follow the instructions below.

- **Login in to PowerSchool Parent**
- **Click on the Email Notifications**
- **Edit or add to your email addresses**
- **Click on SUBMIT to save**
- **Note 1: multiple email addresses should be separated with a comma**
- **Note 2: First email should be the most important or the one that is constantly checked during the day**