

**Oro Grande School District  
Riverside Preparatory School**

## ABI Parent Link – Connecting Parents to School Information

Welcome to ABI Parent Link, your connection to grades, attendance, and homework information. To create a student or parent account, please follow the instructions below. If you have trouble creating an account or accessing information, please contact Beth Andreasen at (760) 243-5884 ext. 106 or [beth\\_andreasen@orogrande.org](mailto:beth_andreasen@orogrande.org).

### What you will need:

- Internet-connected computer (Windows only)
- Microsoft Explorer 5.0 or newer
- Primary telephone number, with area code
- Student permanent ID number
- Verification code

### Create Your Account

**To Begin: Go to the ABI Parent Link web site:**

<https://www.accessmystudent.com/orogrande/>

You will see a screen with information about ABI Parent Link. Use the button near the top of the screen to advance to the log on screen, as shown below.

Click on *Create New Account*

Welcome to  
**aeries**™

Email Address:

Password:

**Log In**

[Create New Account](#) [Forgot Your Password?](#)

ABI Version 3.4.12.1 Secured with 128-bit Encryption

### Step 1: Select Account Type

Click on Parent then click Next.

### Step 2: Enter e-mail address and select a password

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Enter your e-mail address twice for verification.

Think of a password that's secure and hard to guess. Enter it in Choose Password and Retype Password. You will use this password to access your account.

The screenshot shows a web form titled "Step 2 Account Information". At the top, there are two buttons: "<< Previous" and "Next >>". Below the title bar, there are four input fields: "Email Address:" with the text "youremailaddress@server.com", "Verify Email Address:" with the text "youremailaddress@server.com", "Choose Password:" with seven dots, and "Retype Password:" with seven dots.

### Step 3: Respond to the e-mail message from ABI Parent Link

When you click Next in Step 2 above, a message will be sent to your e-mail. Open your e-mail program, open the message from ABI Parent Link, and follow the instructions. If you do not get an e-mail message, please repeat Step 2 and check the spelling of your e-mail address carefully.

### Step 4: Enter student verification information

*Note: If your e-mail address is already in our database, this step happens automatically, and you can follow the screen prompts to finish the account set up process.*

If your email address is not in our database, you will need the student permanent ID number (from the letter), your home telephone number with area code, and the verification code (from the letter). Enter the information and click Next.

The screenshot shows a web form titled "Step 4 Student Verification". At the top, there is a "Next >>" button. Below the title bar, the text reads "Please Enter The Following Information About Your Student". There are three input fields: "Student Permanent ID Number:", "Student Home Telephone Number:", and "Verification Code:".

### Step 5: Connect your e-mail account to the student's contact information

Our database stores all of a student's emergency contact people as separate records. This step connects your e-mail address to the right person in that set of records.

### To Finish: Go to the ABI Parent Link log on screen

Enter the address <https://www.accessmystudent.com/orogrande/> into Explorer. You will see the log on screen again, but instead of clicking on Create New Account, use the e-mail address you used to create your account, plus the password you created, to access student information.

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**When you are finished using ABI Parent Link, please log out and close Explorer. If you wish to continue using the Internet, re-launch Explorer.**