

# Registering for Access to the Parent Portal

To register for access you first need to create an account. To do this you first need to:

1. Go to the following URL: <https://sentral.sjchsdow.catholic.edu.au/portal/register>
2. To create an account you will need to fill in your details in the appropriate fields on the form:
  - \* *Username* (a valid email address)
  - \* *Password* (and confirm)
  - \* *Title* (Mr, Mrs, Ms)
  - \* *First name then Surname*

The screenshot shows the registration form for St Joseph's Catholic High School. At the top is the school's crest and the text 'St Joseph's Catholic High School Create a Portal User Account'. Below this are six input fields: 'Username' (with a note 'MUST BE A VALID EMAIL ADDRESS'), 'Password' (with a note 'MUST BE AT LEAST 4 CHARACTERS'), 'Password (Confirm)' (with a note 'PLEASE CONFIRM PASSWORD'), 'Title' (a dropdown menu), 'First Name' (with a note 'PLEASE PROVIDE YOUR FIRST NAME'), and 'Surname' (with a note 'PLEASE PROVIDE YOUR SURNAME'). A 'Create your Account' button is at the bottom. Blue arrows point to each of the six input fields.

3. You will then be taken to the login page where you can enter the username and password you have just created. This page can be found at the following web address: <https://sentral.sjchsdow.catholic.edu.au/portal/login>

The screenshot shows the login page for St Joseph's Catholic High School. At the top is the school's crest and the text 'St Joseph's Catholic High School Student and Parent Portal'. Below this is the instruction 'Please enter your username and password below'. There are two input fields: 'Username' and 'Password'. A 'Sign In' button is below the fields, and a 'Forgot Password?' link is below the button. The 'sentral education' logo is at the bottom.

- To gain access to your child you need to type the appropriate *Family* or *individual Student* access key that you have received in the letter informing you of the Student/Parent Portal in the space provided and then clicking **Add Key**.

St Joseph's Catholic High School  
Parent Portal

Deb BOUGHTON

Dashboard

Welcome St Joseph's Catholic High School Parent Portal

School Newsletter

To download the latest school newsletters, simply click on the links below.

[Week 4B \(30-10-2014\)](#)

[Week 3A \(23-10-2014\)](#)

[Week 2B \(16-10-2014\)](#)

To view all newsletters [Click Here](#)

To get started, you will need to add a new Access Key to your Portal Account. The school should have provided this key to you. If you have not received a key, please contact the school directly.

Simply type the Access Key provided to you in the field below to add your first Access Key:

[Add Key](#)

The St Joseph's Catholic High School Student and Parent Portal is powered by Sentral  
<http://www.sentral.com.au/>

sentral education  
school and student management software

- If you have lost the letter with the access key you will need to contact the school to recover the *Family* or *individual Student* access key to complete the linking to your child.
- If your child's name and photo appear on the screen, you have completed the linking process and can click on their photo or name to access information about them.