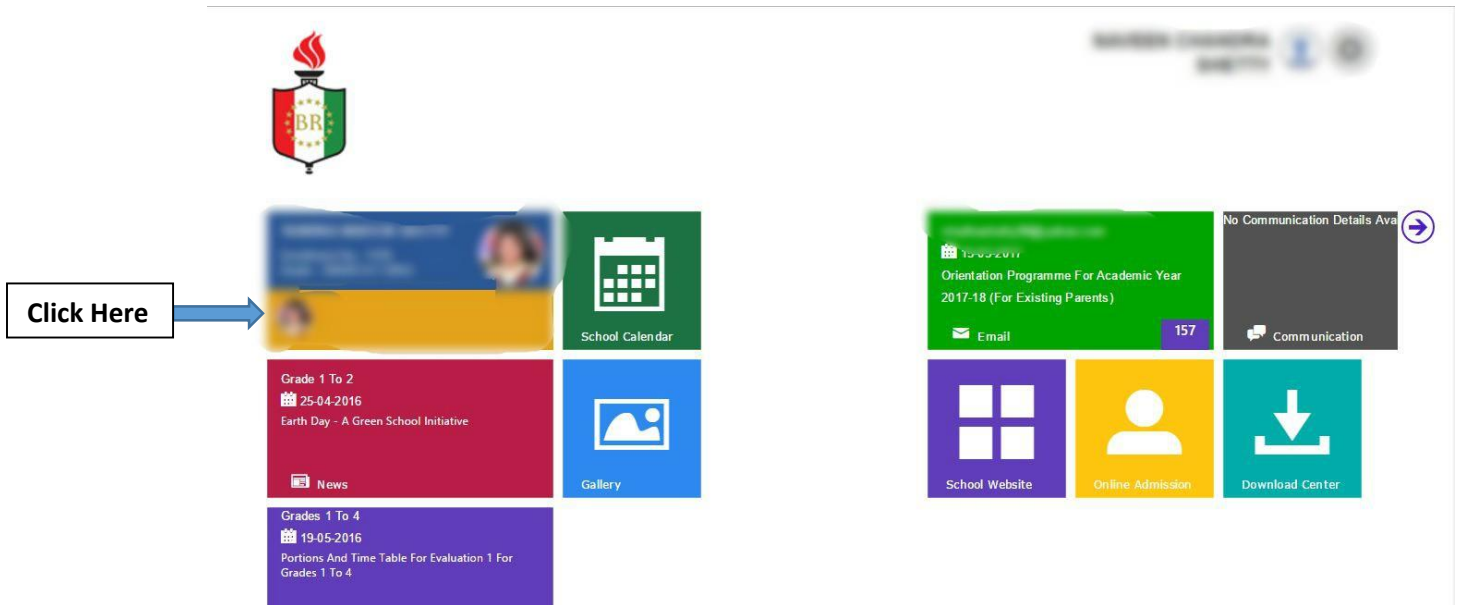
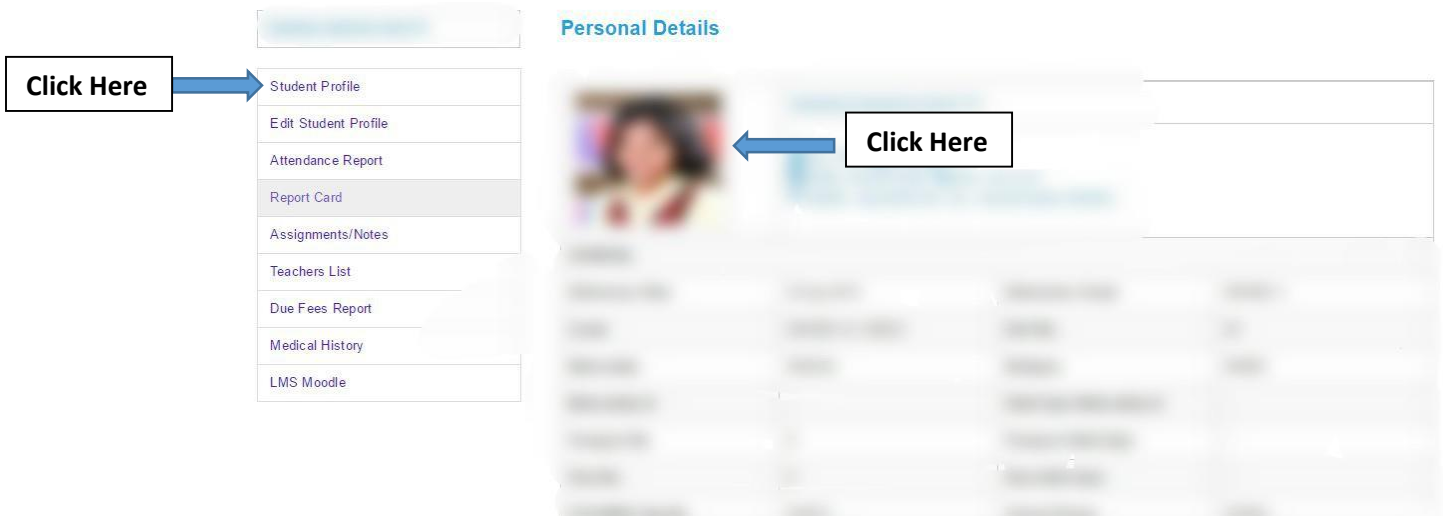


Steps to update student details on parent portal

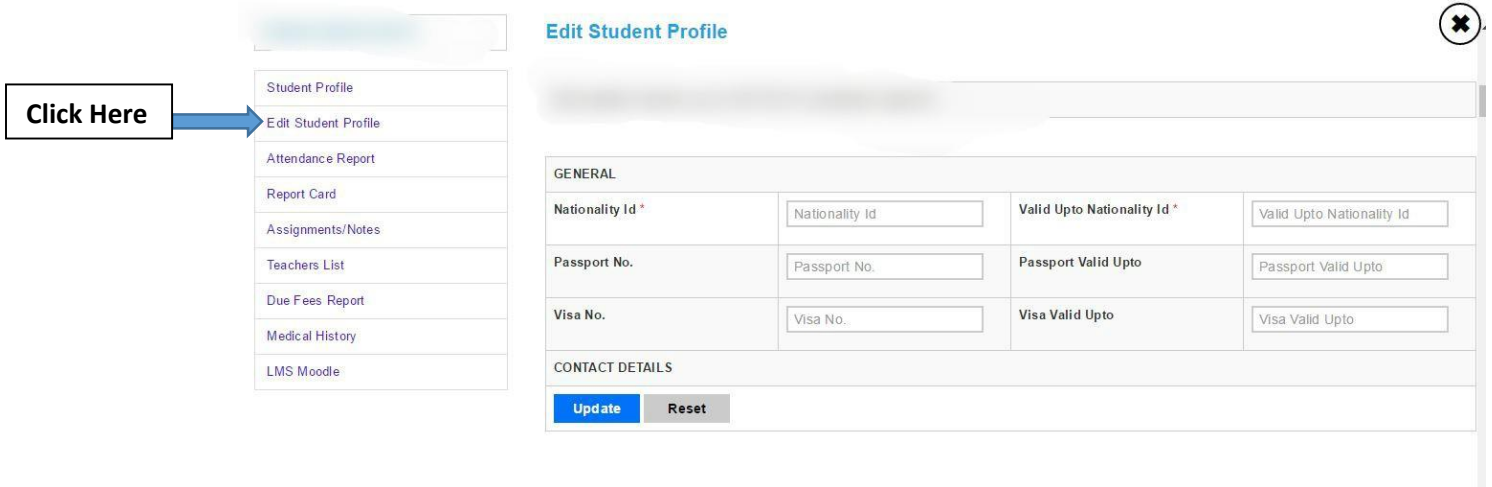
- 1) Login to Parent portal with the parent id and password
- 2) As shown below, click on the icon displaying child's photo. This will open a new page with student details.



- 3) On this page, **to upload a new photograph**, click on "Student profile" -- click on the child's photo – upload a new photo



- 4) To edit passport/ visa /emirates Id details, click on “Edit student profile”. Fill appropriate information and update



- 5) To update address, parent contact number, contact email id etc, click on “Edit profile” on the parent portal – homepage and update the appropriate information

