



Setting Up Parent Aspire Portal Utah Military Academy

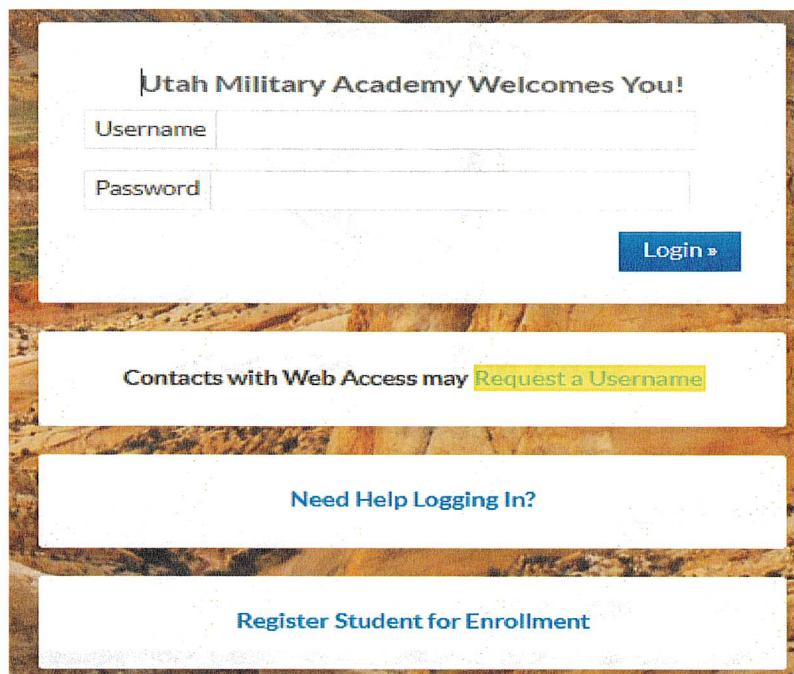
Step 1: Visit the Portal

Go to the following link:
<https://utahmilitary.usoe-dcs.org/Login.aspx>

The screenshot shows a web browser window with a login page. At the top, it says "Utah Military Academy Welcomes You!". Below this are two input fields: "Username" and "Password". To the right of the "Password" field is a blue button labeled "Login »". Below the login fields are three white rectangular boxes with blue text. The first box says "Contacts with Web Access may [Request a Username](#)". The second box says "[Need Help Logging In?](#)". The third box says "[Register Student for Enrollment](#)". The background of the page is a textured, brownish-gold pattern.

Step 2: Request a Username

Click on "Request a Username".

The image shows a login page for the Utah Military Academy. At the top, it says "Utah Military Academy Welcomes You!". Below this are two input fields: "Username" and "Password". To the right of the "Password" field is a blue button labeled "Login »". Below the login fields is a white box with the text "Contacts with Web Access may" followed by a yellow link "Request a Username". Below that is another white box with the text "Need Help Logging In?". At the bottom is a white box with the text "Register Student for Enrollment".

Utah Military Academy Welcomes You!

Username

Password

Login »

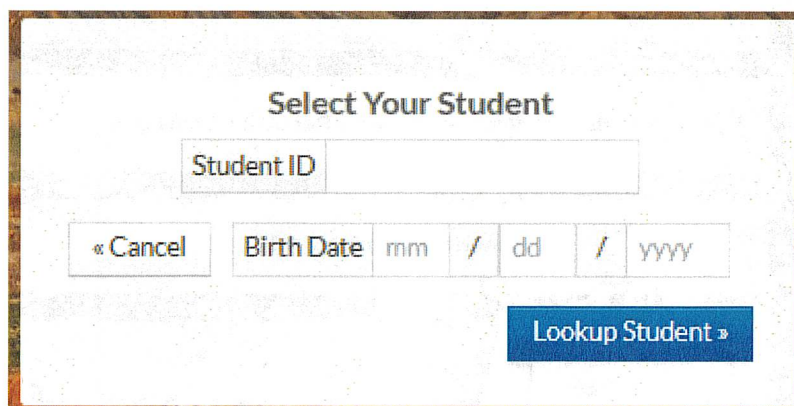
Contacts with Web Access may [Request a Username](#)

Need Help Logging In?

Register Student for Enrollment

Step 3: Enter Student Information

Enter your student's ID number and date of birth. If you do not know your student's ID number, please contact Utah Military Academy's front office.

The image shows a page titled "Select Your Student". It has a "Student ID" input field. Below this is a row of buttons: "« Cancel", "Birth Date", "mm", "/", "dd", "/", "yyyy". To the right of these buttons is a blue button labeled "Lookup Student »".

Select Your Student

Student ID

« Cancel Birth Date mm / dd / yyyy

Lookup Student »

Step 4: Select Yourself

Your name should appear in the list. If it does not, please reach out to our front office. Select your name and create a username and password.

Please Select Yourself

If you are not listed, contact your student's school for further assistance.

☐ [Redacted]

Choose a Username and Password

Your password protects your account

Avoid selecting an easily guessed password and take steps to keep your password safe. You must use at least 8 characters and include both letters and numbers or special characters.

Username

Password

Confirm Password

Confirm Student

☐ I certify that I am authorized to access this student's school records.

Existing Accounts

These contacts already have user accounts. If you have forgotten your password, please contact your student's school.

[Redacted]

Step 5: Confirm and Create Account

Check the box that says "I certify that I am authorized to access this student's records." Then click "Create Account".

