



**Department of
Career and Technical Education**

**701 Henderson Boulevard
Folcroft, PA 19032
(610) 583-7620 FAX (610) 583-6537**

*Dr. Stephen Butz, Administrative Director
Dr. Linda Lomas, Supervisor of Student Services*

Dear Parent/Guardian,

Timely information regarding the progress of your child is critical to establishing proactive communication with both your child and your child's instructors. We are pleased to be able to partner with you to facilitate your child's success in his/her career and technical program. You will be able to view up-to-date student schedules, grades, and discipline records from anywhere that has an Internet connection. You will be able to access the DCTS Parent Portal through the URL, <https://cmpportals.harriscomputer.io/pp/dcts> or through a link from the DCTS website, www.dciu.org/dcts

To provide you with access to the DCTS Parent Portal, we will need to have your email address. Please complete the Parent Portal Permission form that accompanies this letter. Once you have completed the permission (please give us at least 15 business days to complete this), you will need to simply access the DCTS Parent Portal page and register as a user. This process will involve establishing a secure password for connectivity and security purposes. There is no limit to the number of users as long as we are provided with a separate email address for each user. You may also give permission for your child to have his or her own access to the portal.

If you have any questions, or are having difficulty establishing a connection, please contact Jean Edenfield at 610-583-7620 ext. 3403 or judenfield@dciau.org in the Student Services Office at DCTS.

Sincerely,

Dr. Linda Lomas
Supervisor of Student Services
Delaware County Technical High Schools



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PARENT PORTAL PERMISSION

I / We, the parent/guardian(s) of:

Last Name First Name MI

Address

City State Zip Code

Home Phone Number

Technical School Program

Request and authorize the access of my child's grades, attendance, discipline and class schedule on line by the parent/guardian/student listed below. This information will only be made available to the contacts listed below with a valid e-mail address and parent/guardian signature and no other confidential information will be made available. Please print legibly and ensure email addresses are correct. The information on this form will be used to give you access to the portal. If you wish not to have this service available to you, check the box at the bottom of this form.

PLEASE PRINT

Parent /Guardian #1 Father Mother Guardian Other

E-Mail Address @

Parent/Guardian #1 Signature Date

Parent /Guardian #2 Father Mother Guardian Other

E-Mail Address @

Parent/Guardian #2 Signature Date

Student

E-Mail Address @

Student Signature Date

Check this box if you do not wish to receive this service

The Delaware County Intermediate Unit and the Delaware County Technical Schools are equal opportunity education institutions and will not discriminate on the basis of race, color, religion, national origin, age, sex, equal pay, disability or genetic information in their activities, programs or employment practices as required by Title VI, VII, IX, Section 504, the Americans with Disabilities Act, and the Genetic Information Nondiscrimination Act of 2008. For information regarding civil rights or grievance procedures, contact the Director of Human Resources or the Section 504 Coordinator at 200 Yale Avenue, Morton, PA 19070, 610-938-9000. For information regarding services, activities and facilities that are accessible to and useable by handicapped persons, contact the Supervisor of Facilities at 610-938-9000.

