Instructions for Students on How to Access the Adult Education Portal

1. Use Google Chrome or Firefox to login to the Miami Dade County Public Schools website by typing [http://www.dadeschools.net](http://www.dadeschools.net)

2. Click on the red tab titled “Students”

3. Click on button titled “Login to Student Portal”

4. First Time Users:
   Username: Student Identification Number (e.g., 300009999)
   Password: The initial password is the student’s two-digit birth month and four-digit birth year and the letters pw, for example: 081982pw and click Login.

Students are encouraged to change their initial password to a unique, secure password so that no one else will have access to the student’s portal account.

Existing Users:
Username: Student Identification Number.
Password: Use student’s password
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5. Adult Education students will be directed to the FOCUS Student Portal.

6. Click on the **MDCPS Apps|Services|Sites** link to return to the Miami Dade County Public Schools Adult Education Portal and
   - Access additional applications
   - Important information
   - Click to **Logout**