QParents

Registration Process

Before you register as a QParents Account Owner (QPAO), you will need to have:
1. Your QParents invitation email
2. 100 points of ID documents (see item 1)
3. Your child’s (or children’s) EQID(s) (see item 3)

Click on the link in the QParents invitation email.

Register as a QParents Account Owner
Dear John
You have been nominated as the QParents Account Owner for Janie Citizen by Purple State School
To register for QParents you will need:
1. Your unique invitation code
2. 100 points of identification to verify your identity online
3. Your child’s (or children’s) EQID(s)

Click here to begin the registration process

You will be taken to the QParents portal with your unique invitation code already entered. Click ‘Next’.

Invitation code
Please enter your unique QParents invitation code.
Invitation code

Next

Read the Privacy Statement and the QPAO Terms and Conditions. If you agree to these, tick the ‘Read and understood’ check-boxes for both and click ‘Accept’.

Select ‘Yes’ if you are the person linked to the code you entered, then click ‘Verify identity’.

Invitation code
This invitation code is registered to John Citizen If this is not you, you must NOT proceed with the registration process.
Is this you?
Yes ☐ No ☐

Verify identity

You will now need to enter details from your identity documents.
1. Select the first document you will use.
2. Enter the requested details—they can be found on your identity document. When you have done this, click ‘Submit details’.
3. Repeat steps 1 and 2 until you have reached 100 points. Then click ‘Finish’.

Item 1: ID
The following documents can be used to verify your identity online. Each identity document is worth a certain number of points. You need to have enough documents to reach 100 points.

- Australian Passport: 50 Pts
- Australian Drivers Licence: 50 Pts
- Medicare Card: 20 Pts
- Australian Birth Certificate: 50 Pts
- Australian Marriage Certificate: 40 Pts
- Australian Citizenship Certificate: 40 Pts
- Change of Name Certificate: 40 Pts
- Australian Visa (foreign passports): 20 Pts

If you only have 60-90 points of the above ID, you can still register. However, you will need to attend your school for a further check later.
You should now create your account. Make sure you use the ‘Create an Account’ form on the left of the screen.

1. Enter the email address you want to use with QParents. It should be one you check regularly.
2. Enter a password of your own choice that you will remember. It must be at least eight characters long.
3. Enter your password again.
4. Enter your mobile phone number.

An email is sent to the email address you entered in Step 6. Click on the link in this email to verify your email address and activate your account.

You are taken to the QParents login page. Log in using your email address and the password you chose in step 6.

You now need to add your students. Enter the EQ ID (see item 3), school year, and school name, then click ‘submit’. If you have been nominated as the QPAO for another child, click ‘Add another student’ and repeat this process. Once you have added all your students, your registration and account set-up is complete.

Item 3: EQ ID
Every school student has an EQID. It consists of 10 numbers and one letter. You can find it on your child’s student ID card (the numbers under the barcode), report cards, or school invoices, among other documents.

A final check is conducted at your child’s school. You will be notified by email when this check is complete and you will then have access to all of the features in QParents.

Enjoy!