

Start here — how the Student Portal works

What the portal is, who can use it, how to get in, and what every part of the screen means. Read this first.

1 What this page is for

WHAT THIS IS

The Student Portal is a private web page where an All is Well student can see **their own** school records in one place: the programs they registered for, their class dates, what they have paid, their payment plan, their class materials and the contact details the school has on file.

Nothing on it is typed in by hand. It reads the same enrollment records the school uses (Transition Enroll) and the lesson plans the instructors post on the Classes site. If something on the page is wrong, the record behind it is wrong — tell the school and they fix it at the source.

WHO CAN USE IT

WHO	HOW THEY GET IN	WHAT THEY SEE
Students	Type the email they registered with and tap the link the portal emails them. No password.	Only their own programs, payments, lessons and details.
School staff	Open Staff sign-in on the sign-in screen and use the same email and password as the Leadership Dashboard.	A list of every student. Staff pick one student and see exactly what that student sees — used to help someone over the phone.
Anyone	Press See a demo on the sign-in screen.	A made-up student called Maria Sample. No real records.

WHERE TO FIND IT

Open all-is-well-student-portal.vercel.app on a phone, tablet or computer. It works the same on all of them. Add it to your phone home screen or bookmark it so it is one tap away.

HOW YOUR PRIVACY IS PROTECTED

- The database itself only hands back rows that match the email you signed in with. Even if someone changed the page, they could not see another student.
- The portal does not store Social Security numbers or ID documents.
- Access is logged.

Every screen title and section title has a small ? beside it. Tap it for a plain-English explanation of that part. The ? **Help** button at the bottom-right explains whichever screen you are on.

2 Step by step

Get into your portal for the first time

1. Open all-is-well-student-portal.vercel.app.
2. In **Email address**, type the email you used when you registered for your program.
3. Tap **Email me a sign-in link**. A message under the button says the link is on its way.
4. Open your email on the same phone or computer. Look for the sign-in email the portal just sent (it can take a minute; check Spam or Promotions if it is not in your inbox).
5. Tap the link in the email. The portal opens and says **Hi** and your first name.

Find your next class date

1. Sign in.
2. Look at the four cards under your name. The **Next class** card shows the start date of your next class and, underneath, the program name.
3. For the full dates (start, end and orientation) scroll down to **Your programs**.

Check what you still owe

1. Sign in and scroll to **Your programs**.
2. Each program card has a line that reads *Tuition · Paid · Balance*. **Balance** is what is left for that program. A green **Paid in full** tag means nothing is left.
3. If you are on a payment plan, the **Payment plan** box lists every installment with its date and amount. A green **Paid** tag shows it was received; an amber **Due** tag shows it is still to pay.

Make a payment

1. Scroll to **Payments**.
2. Tap the purple **Make a payment** button. A secure Chase checkout page opens in a new tab.
3. Enter the amount and your card details on the Chase page.
4. In the note, type **your full name and your program** so the school can match the payment to you.
5. Finish on the Chase page, then close that tab. Keep the Chase receipt.

Open your class materials

1. Scroll to **My lessons**.
2. Materials are grouped by topic (for example *Week 1 Monday*).
3. Each item shows a letter: **M** material, **A** assignment, **Q** quiz, **?** question.
4. Tap a purple link under an item to open the file, video, form or quiz. It opens in a new tab so the portal stays open.

Sign out

1. Tap **Sign out** at the top-right, next to your email.
2. The sign-in screen comes back. Always sign out on a shared or public computer.

See what the portal looks like before you register

1. On the sign-in screen tap **See a demo**.
2. A yellow bar at the top says *Demo — sample student, sample data*. Everything below is made up.
3. Tap **Exit demo** in the yellow bar to go back.

3 If something looks wrong

Who do I call if something looks wrong?

Call the school at
(940) 440-2923

or text

(940) 312-5305

. The school is at 800 W. Eldorado Parkway Ste. 106, Little Elm, TX 75068.

The page is blank or stuck on the sign-in screen after I tapped the link.

Reload the page once. If it still shows the sign-in screen, the link was probably used already or expired — request a new one (see

Sign in

in this manual).

I see "The portal is not configured yet."

The page could not load its connection to the school records. Try again in a few minutes on a different browser. If it keeps happening, call the school.

4 Flip-book edition

The same subject as a page-turning flip-book. Opens in a new tab.

FLIP-BOOK

How to use this portal

Page-turning edition. Opens in a new tab.

FLIP-BOOK

Quick tour

Page-turning edition. Opens in a new tab.