

Parent Teacher Conference Scheduling

Parent FAQ

How do I create an account on pickAtime?

Enter your email address and press the Login / Create Account button. On the next page you will be able to either register as a new parent in the system or enter in your password from the previous round of conferences. Some schools will remove all stored parent data at the start of the school year; in this case even if you used the pickAtime scheduler previously you will need to register again.

I can't remember my password. How can I sign in?

If you have forgotten your password -- on the Scheduling page, click on the Forgot Password button. You will receive an email shortly with a link where you can reset your password. If you do not receive this email, check your spam or junk email box. Or, you can email support@pickatime.com and request a new password.

I have requested a password be sent to me by e-mail, but the e-mail didn't arrive.

Requests for new passwords are processed immediately. If you do not receive the new password message, please check your spam or junk email box. If you still do not find it, you can email support@pickatime.com and ask for a password reset.

I'm entering in my student information, and I'm getting the message 'not able to find student with the values entered'

Your school should have provided you with specific prompts for you to fill in. Typically, these will be a studentID and the student birthdate. The student birthdate in most cases should be entered in the format mm/dd/yy (e.g. 04/12/99). Some schools will use the student first name + student last name (e.g. BenjaminFranklin) for the first prompt. If you continue to have trouble, you can email your school or email pickAtime support at support@pickatime.com.

I'm on the pickAtime website. How do I book my appointment from here?

Your school should have provided you with a very specific link to follow, which is not our website. If you are having trouble locating this link, you can email support@pickatime.com with the name of your school and request the link.