

GOLDEN STARS ACADEMY

God is Able

Need to know about the Parent Portal

2025/2026 Academic Session

■ You do not need to come to school for routine enquiries. Everything is available in your portal.

1. Logging In

1 Open any browser

On phone or computer. Go to gsa.com.ng

2 Click Parents

Gold button at top of the page

3 Enter email and password

Given to you by the school office when account was created

4 You are in

Dashboard shows your child's results, fees, news, and messages

■■ **Important:** Forgot your password? Call the school on +234 803 442 8823 to reset it.

■ **Tip:** Bookmark the portal page on your phone. You can also Add to Home Screen for app-like access.

2. Viewing Results

1	Dashboard → Results or View Report Card
2	Select your child If multiple children are registered
3	Select the term e.g. Third Term 2025/2026
4	View all subjects CA1, CA2, Exam, Total, Grade, Remark per subject
5	Print report card Click Print button for a formatted printout

CA1	Continuous Assessment 1 — max 20 marks
CA2	Continuous Assessment 2 — max 20 marks
Exam	End-of-term examination — max 60 marks
Total	CA1 + CA2 + Exam = 100
Grade A	75–100 (Excellent)
Grade B	65–74 (Very Good)
Grade C	55–64 (Good)
Grade D	45–54 (Pass)
Grade F	Below 45 (Fail)

■ ■ Important: Results only appear after Admin approves them. If not visible yet, check back in 24 hours.

3. Paying School Fees

3.1 Online Payment

1	Dashboard or navbar → Pay Fees
2	Select your child If multiple children registered
3	See outstanding fees All unpaid items listed with amounts
4	Click Pay Now Paystack payment window opens
5	Choose method Debit card, bank transfer, or USSD
6	Complete payment You receive SMS and email receipt. Portal updates immediately

■ **Tip:** Online payment is fastest and safest. Card payments post instantly.

3.2 Cash Payment

Pay at the school office. Bursar records payment — appears in portal within 24 hours. Always collect an official receipt.

4. Timetable, Messages & Attendance

Timetable	Parent Portal → Timetable — full weekly schedule, printable
Messages	Parent Portal → Messages → New Message — send to any teacher
Attendance	Automatic SMS when child is marked absent. Records in portal.
SMS not received	Check your number is correct with the school. Contact Admin.

5. Contact Information

Address	Q762, After Living Faith Church, Yetu Quarters, GRA Gbessa, Abuja
Phone (Main)	+234 803 442 8823
Phone (Alt)	+234 807 936 6268
WhatsApp	+234 803 442 8823
Email	info@gsa.com.ng
Website	gsa.com.ng
Parent Portal	gsa.com.ng/parent/login
Office Hours	Monday to Friday, 8:00 AM to 4:00 PM

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