

## COMMUNITY HIGH SCHOOL DISTRICT 155 FAMILY ACCESS

Community High school District 155 proudly offers a helpful communication tool for parents called Family Access. This online tool gives you access to your student's grades, class schedule, assignment/test calendar, attendance record, and food service usage and account details. The system also functions as the primary tool for the upcoming online pre-registration process, through which you will verify health and emergency information, update student details, and pay the registration and related fees.

To enter Family Access you will need your login and password. For parents who have not had a District 155 student in the past, this information is below. If you have an older son or daughter who was a student in previous years (either still enrolled or now graduated), you will access the system using your existing credentials. If you cannot remember the existing account login information, but have provided Family Access with a valid email address, you may reset it automatically by clicking the "Forgot Your Login/Password?" link on the site. If you do not have a valid email address in the system, please contact the student services administrative assistant at your student's school.

Login:

Password:

Email:

Note: You must enter the login and password <u>exactly</u> as they are printed here. If a space is indicated, you must leave the space when you enter your login.

You may change your password once you have logged in the first time. It also is imperative that you enter your correct email address as Family Access will be the primary communication vehicle we will use. This includes midterm progress reports, and semester report cards, and other information that needs to be communicated throughout the year. If you do not have an email address or do not wish to receive electronic communication, please contact the Registrar at your home high school. Entering an email address also will allow your login information to be emailed to you should you forget.

Remember to fill out and complete the emergency contact information. **Please see the district website at** <u>http://ww2.d155.org/FamilyAccess/</u>.

Your login and password are confidential information. Please keep this private and safe.