First-Time Login Instructions
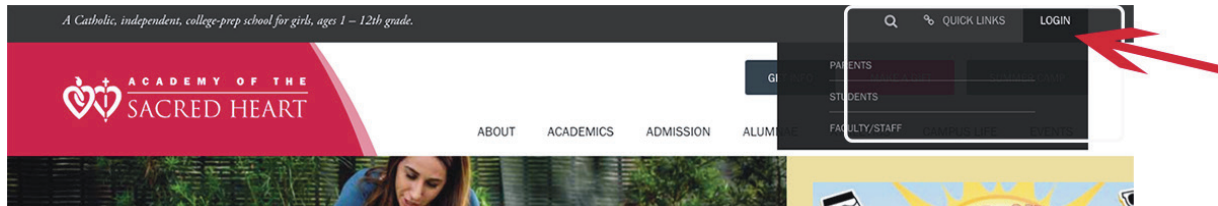# & Resource Board/Parent Portals
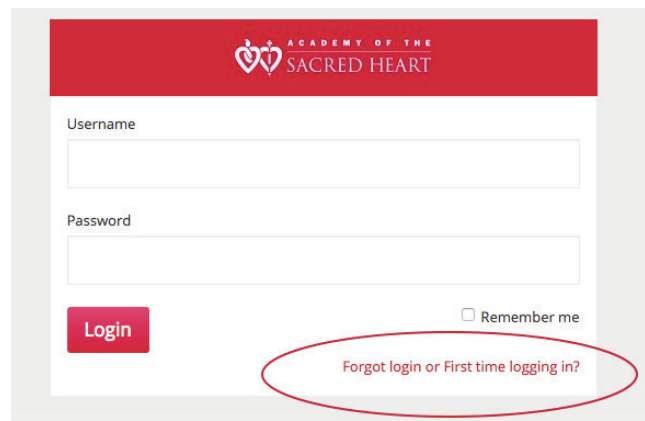
1. **Click LOGIN on ashrosary.org OR use this direct link https://ashrosary.myschoolapp.com**

2. **If you know your Username & Password, skip to step 5.**

   If not, Click on the "First time logging in? Forgot your password?" link
   Note: if you have a child enrolled in another school that uses myschoolapp, you need to set up a separate account with Sacred Heart called "ashrosary."
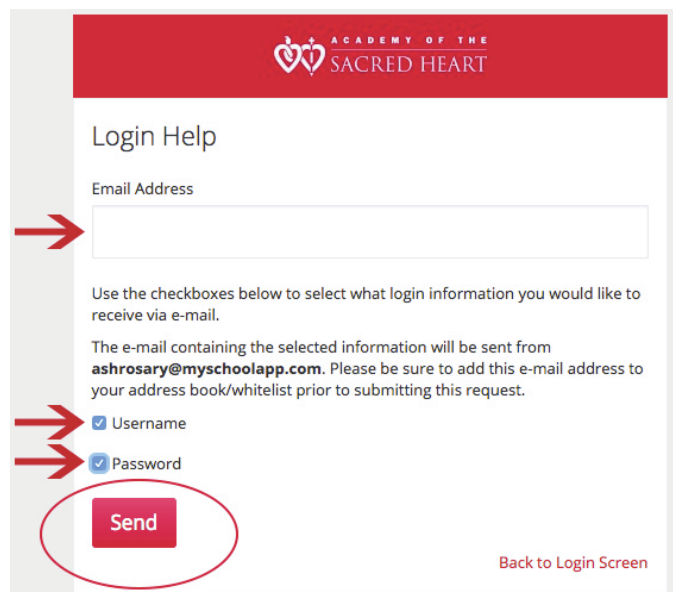

3. **It will ask for an email address. Use the email address associated with this Re-Enrollment Contract.**
   Check boxes: username and password.
   Click <SEND>.

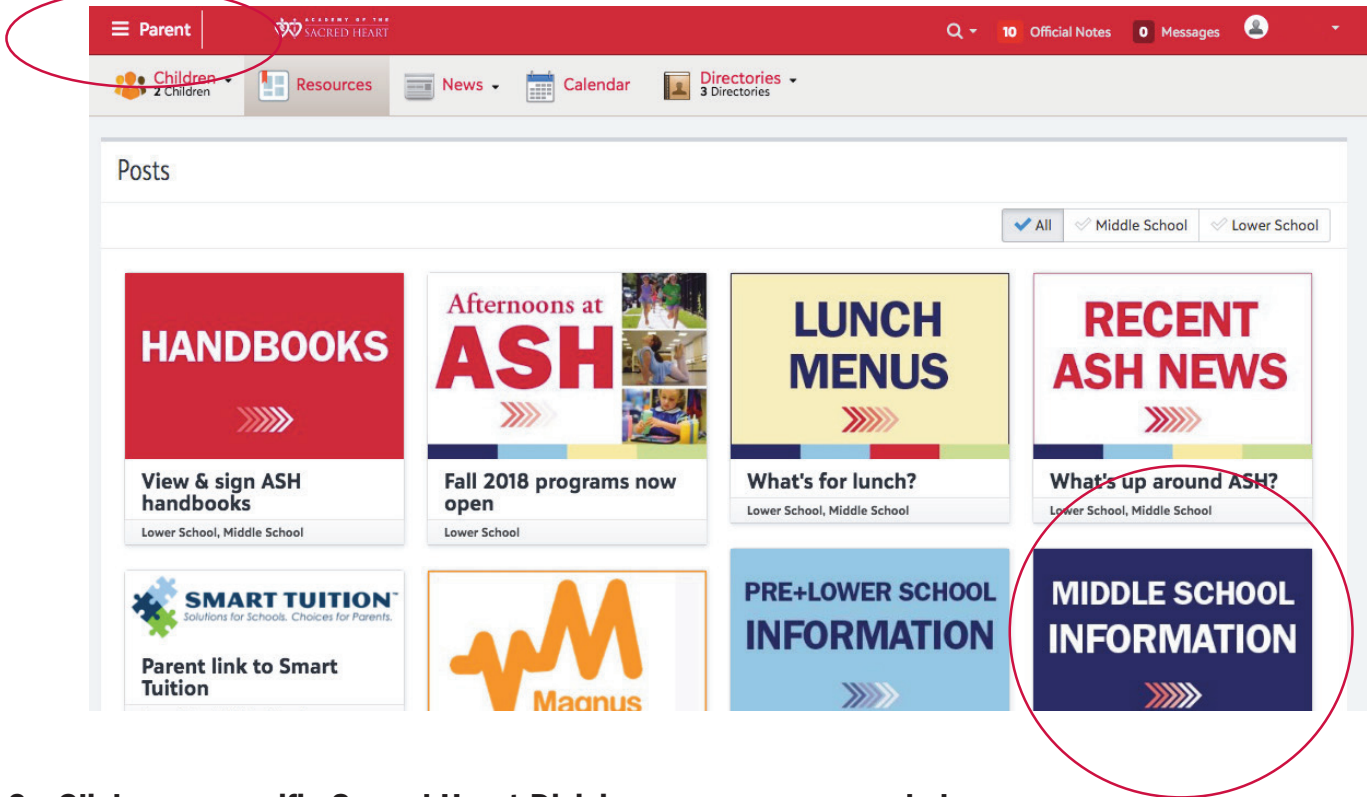   *Note: If you do not use this same email, the system will not recognize your credentials.*

   If you don't know which email to use, contact: Suzanne Childs, schilds@ashrosary.org
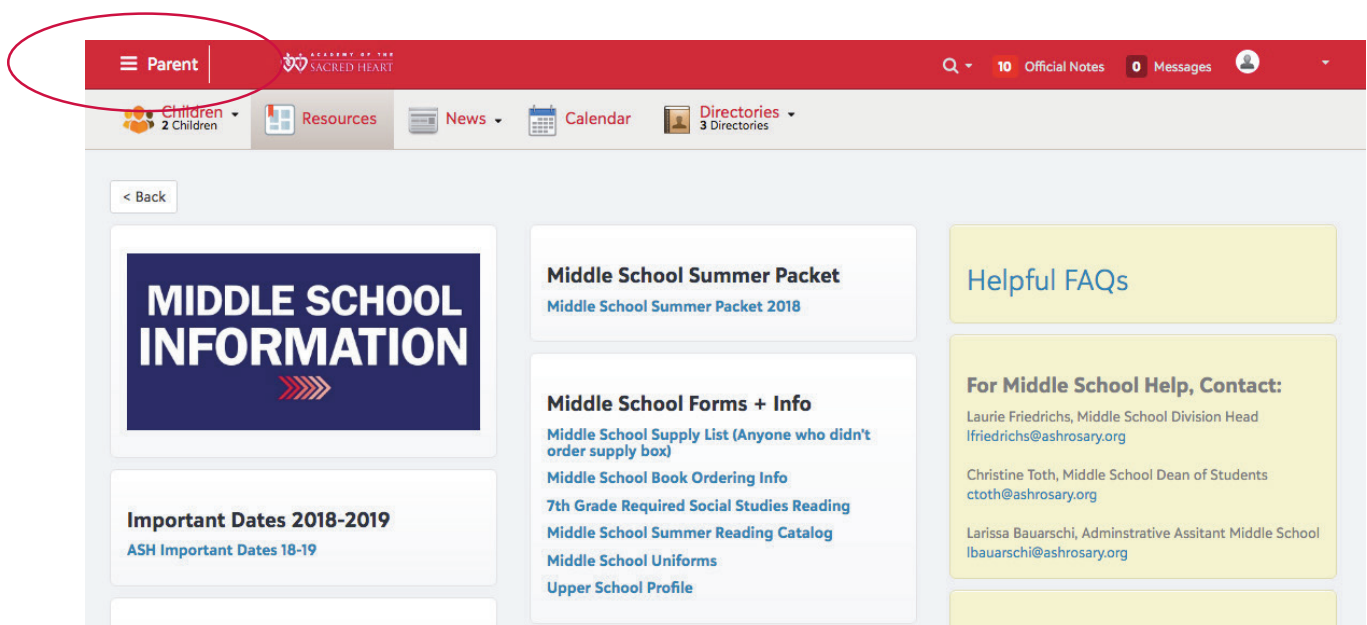
4. After clicking SEND, you will receive an email from ashrosary@myschoolapp.com. Follow the instructions in the email to update your password.

5. LOGIN again and you will land on a page that looks similar to this.*
   *Note: If you are also an ASH faculty member, make sure the top right drop down says 'Parent' to view all Parent resources (and ALL division info)

6. Click your specific Sacred Heart Division resources as needed.

One last thing: to the right of your name, click the down arrow, click "Profile" and review and update your name/address info if needed. That's it!