

# Creating a Student Account On Family Portal

These steps will help you create a student login, not a parent login. The purpose of the login is to access our LMS (Learning Management System) where students will access all of their assignments and submit work to.

# Step 1

Go to [Renweb Family Portal login page](#), located at the top of the [metrolinachristian.org](#) website.



ACADEMICS

ATHLETICS

ARTS

CAMPUS LIFE

SUPPORT MCA



## Step 2

Click “Create a New Family Portal Account”



### Family Portal Login

District Code:

User Name:

Password (case-sensitive):

[Forgot User Name/Password?](#)

[Create New Family Portal Account](#)



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# Step 3

Type in the school district code,  
MCA-NC

Type in your student email account. **YOU MUST USE YOUR METROLINASTUDENTS account. This is not optional.\***

Hit Create Account.

\*If you have lost your Student email and password please contact, Mrs. Ferguson.



## Family Portal Login

District Code: \* Required

mca-nc

Email:

firstname.lastname@metrolinastudents.com

[Create Account](#) [Back to Login](#)

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# Step 4

Go to [gmail.com](https://www.gmail.com) and use your metrolinastudents credentials to login.

There will be an email from Facts Technical Support.

Click on 'Click to create your own Family Portal login'

Create New FACTS Family Portal Account Inbox x

 FACTS Technical Support <[autoemail@renweb.com](mailto:autoemail@renweb.com)>  
to me ▾

This email is in response to your request to create an account for FACTS Family Portal. Please click the link below to create your username and password. The link below will remain active for 6 hours. If you did not make this request please contact your FACTS school administrator.

Once you click the link below, you will have 6 hours to create your login credentials.

[Click to create your Family Portal login](#)

FACTS Technical Support Team

◀ Reply ▶ Forward

## Step 5

Use your school student email address as the username (it should already be there for you).

I recommend using your Google password for this account for consistency. (you may see black dots protecting your password, delete those and type in a new password, then type it in again to confirm it)

Hit 'Save username and/or password'

It will tell you 'Username/Password successfully updated.'

Username/Password successfully updated.

**Change/Create Password**

# Step 6

Go back to [Renweb Family Portal login page.](#)

Login with the credentials you just set up.

**You must choose Student!**



## Family Portal Login

District Code:

User Name:

Password (case-sensitive):

[Forgot User Name/Password?](#)

[Create New Family Portal Account](#)

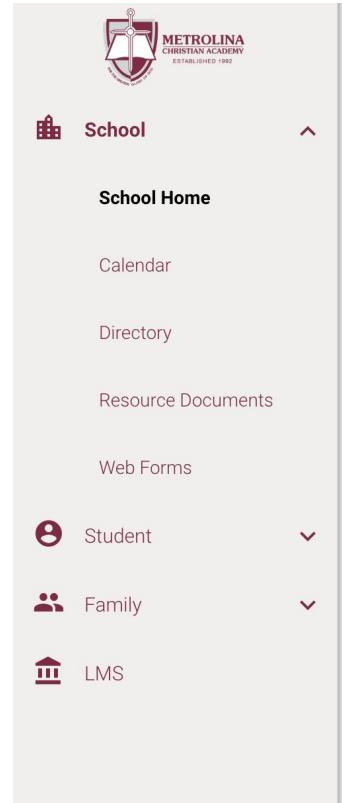
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# Step 7

You can access everything you need related to your school account here.

In order to see information about assignments for your classes and upcoming due dates for classes you will need to go to LMS. This is only available to student accounts. There is a quick link in your FACTS/ParentsWeb login. or you can go to

[lms.renweb.com](https://lms.renweb.com) and directly login without going to FACTS/ParentsWeb.



The image shows a screenshot of the Metrolina Christian Academy website's navigation menu. At the top is the school's logo and name, "METROLINA CHRISTIAN ACADEMY ESTABLISHED 1992". Below the logo, the word "School" is displayed with a building icon. A dropdown menu for "School" is open, showing links to "School Home", "Calendar", "Directory", and "Resource Documents". Below this, a "Student" dropdown menu is open, showing a link to "LMS". A "Family" dropdown menu is also visible. The background of the menu area is light gray, and the text is in a dark serif font.

-  School 
- [School Home](#)
- [Calendar](#)
- [Directory](#)
- [Resource Documents](#)
-  Student 
- [LMS](#)
-  Family 

## Step 8

This is the login for students LMS. Parents cannot access this using their parent FACTS credentials.

Students use the same credentials as your FACTS/ParentsWeb account.



District Code

Username

Password

[Forgot password?](#)

**LOG IN**