

## Obtaining OnCourse Connect Username and Password

The OnCourse Connect Parent Portal is a secure web based application that provides parents and guardians with real time student information, including: student schedules, attendance, bus routes, and grades. It is also a place to complete the annual enrollment update and to provide contact information changes during the school year.

In order to use the Parent Portal, you will need a device with internet access and an OnCourse Connect account.

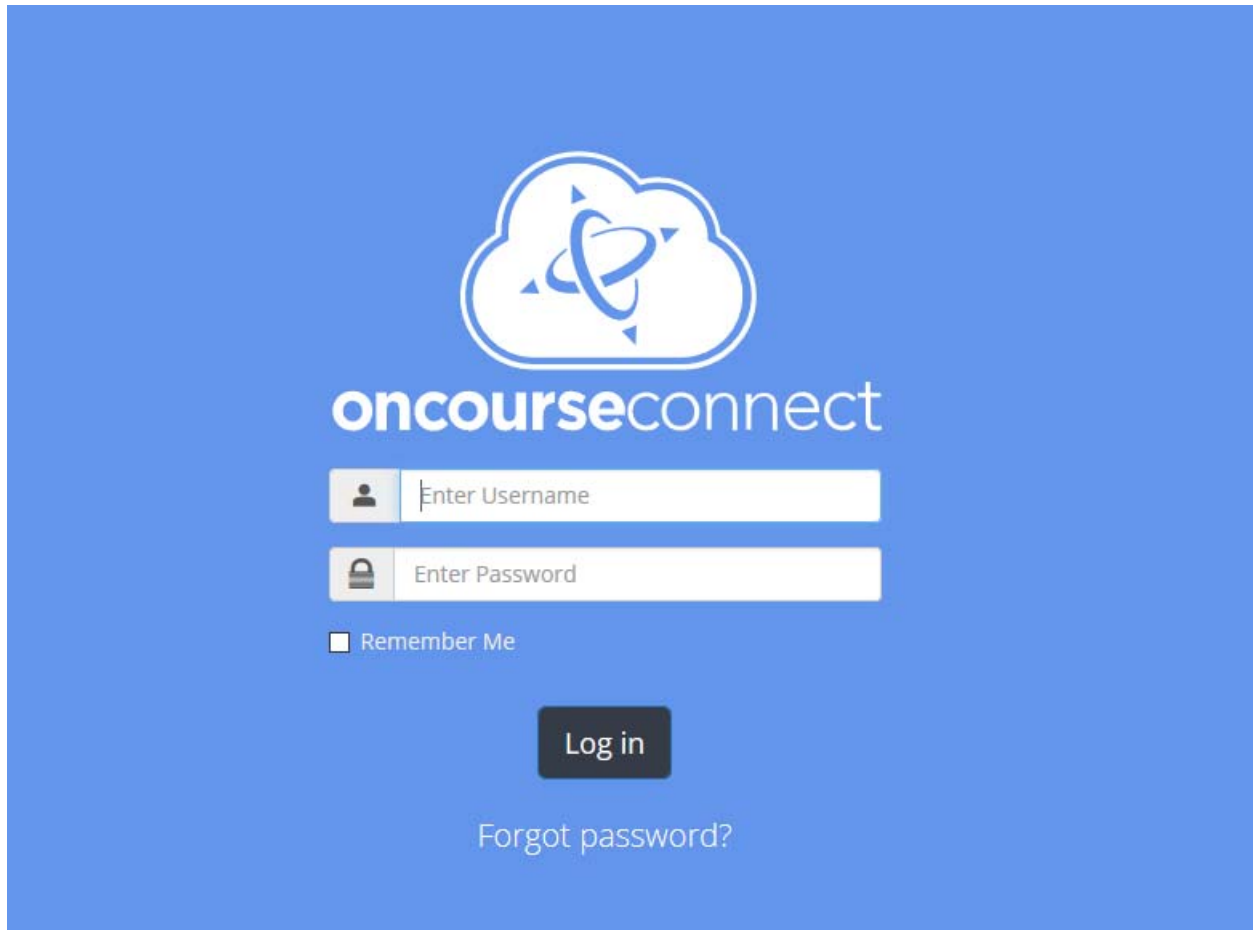
If you have already received an OnCourse Connect account as the parent/guardian of a returning student , you should already have access to any student associated your existing username and password. If you are already able to access OnCourse Connect, but you do not have access to all the appropriate students, please email [parent.portal@sayrevillek12.net](mailto:parent.portal@sayrevillek12.net) to resolve any conflicts. If you already have an OnCourse connect account and all your students are available, no further action is required at this time.

If you do not have an OnCourse Connect username/password the Sayreville School District encourages you to obtain your login information using the below directions, set your new password, and verify that you are associated with all of the students for which you are the guardian. If you find any errors, or if you are missing students from your OnCourse Connect account, please email [parent.portal@sayrevillek12.net](mailto:parent.portal@sayrevillek12.net) and we will resolve any guardian link errors that may exist. You can preview the full OnCourse Connect system from this demonstration video <https://oncoursystems.wistia.com/medias/rgbtw1285z>

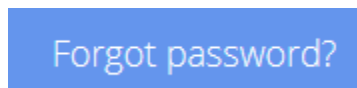
If you have any technical questions, or other problems pertaining to the OnCourse Connect Parent Portal, please e-mail [parent.portal@sayrevillek12.net](mailto:parent.portal@sayrevillek12.net) . Additional information on OnCourse Connect can be found on our district website, including information on how additional parents and guardians can be issued their own OnCourse Connect account: <http://www.sayrevillek12.net/parents/registration>

### Directions for Obtaining OnCourse Connect Username and Password

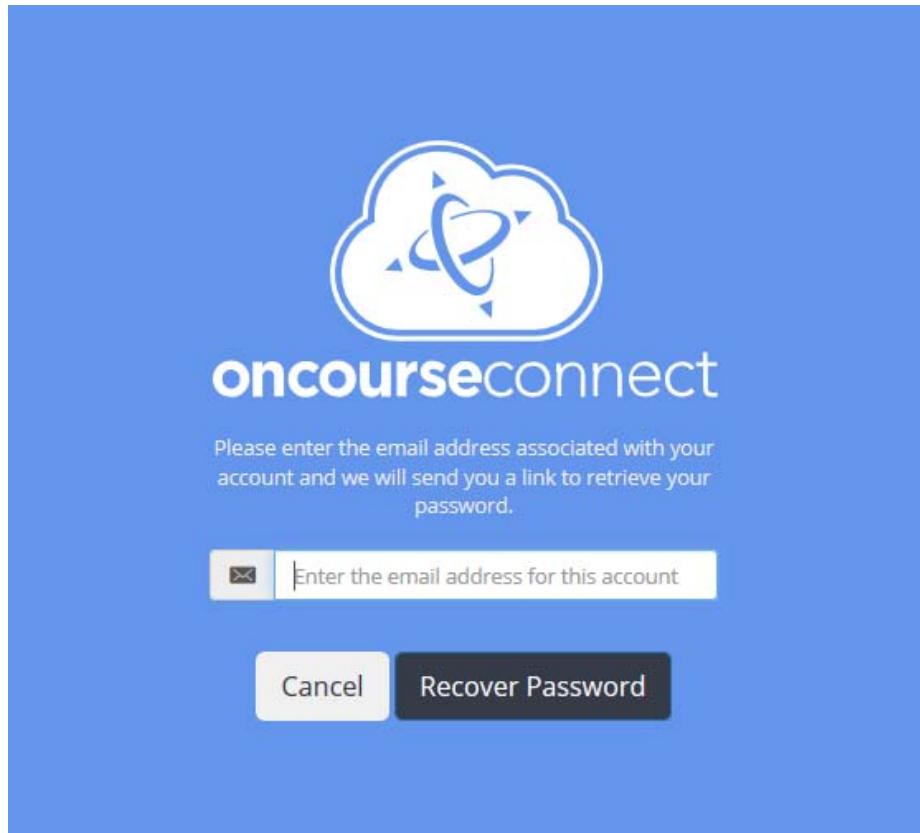
- Visit the website <https://oncourseconnect.com>



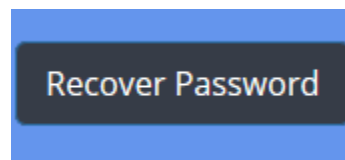
- Click the link that says “Forgot password”



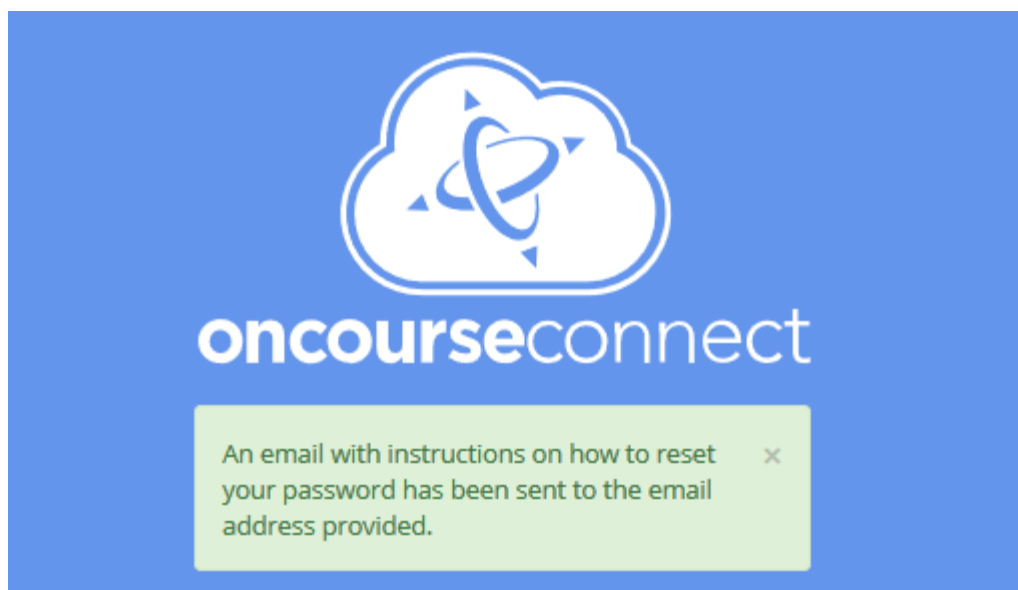
- Enter the email address that you used during the new student registration process. This process will only work after your record has been finalized by the School District and your enrollment has been activated by your child's school.
  - If your email address is not registered with the Sayreville School District using OnCourse you will not be able to obtain a username and password through this process. If your email address was not included in your child’s records during the initial registration process, please email [parent.portal@sayrevillek12.net](mailto:parent.portal@sayrevillek12.net) to obtain a username and password.



- Once you have entered an email address that was previously recorded with the Sayreville School District, click the “Recover Password button.”



- When you press the “Recover Password” button, you should receive the following message on the webpage:



- Check the email address that you entered. Please make sure to check your inbox and spam/junk box. Within a matter of minutes, you should receive an email from OnCourse Support at the email address [noreply@oncoursesystems.com](mailto:noreply@oncoursesystems.com) with the subject OnCourse Password Reset.
  - If you do not receive an email, this indicates that your email address is not on file with the Sayreville School District OnCourse System
  - Your email address may not be on file if:
    - You used a different email address during the registration process
    - Your email was typed incorrectly during the registration process
    - The guardian that completed the registration process did not list you/your email address during the registration process
    - During the registration process, your account was not checked off as having access to the OnCourse Connect portal
    - Your registration file has not been finalized by the Sayreville School District
    - Your enrollment has not be activated by your child's school
  - For questions or concerns please email [parent.portal@sayrevillek12.net](mailto:parent.portal@sayrevillek12.net)

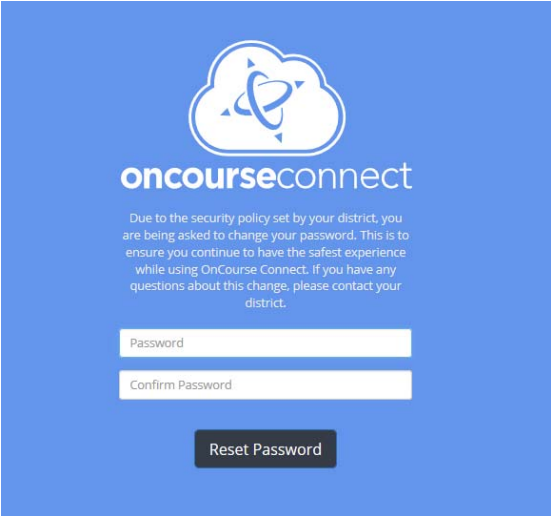
From: OnCourse Support <noreply@oncoursesystems.com>  
Subject: OnCourse Password Reset

You can reset your OnCourse Connect guardian account (DEM14101952) password by clicking on this link <https://www.oncourseconnect.com/account/resetpassword?id=QDG2fQG92fYTHA29hPTH2ffVPD9ffSG32aPA>

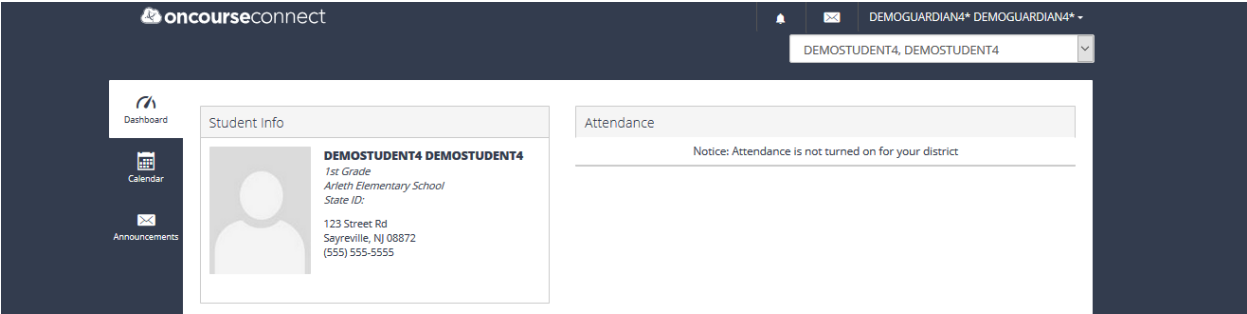
- In the body of the email, in parenthesis, you will see your OnCourse Connect username. Please make note of this username for future reference as you will need it to login to OnCourse Connect. In the below example the username is DEM14101952

You can reset your OnCourse Connect guardian account (DEM14101952) password by clicking on this link. <https://www.oncourseconnect.com/account/resetpassword?id=QDG2fQG92fYTHA29hPTH2ffVPD9ffSG32aPA>

- Click the link contained in the body of the email, and you will be redirected to a website where you can enter a password of your choosing. Please enter a password of your choosing and confirm the password in the second box.



- Once you enter and confirm your new password you will be directed to the main page of the Oncourse Connect Portal.



- You will also receive a second email confirming your username and password change

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**From:** OnCourse Support <support@oncourseystems.com>  
**Subject:** OnCourse Connect Account Password Reset Successful

**Dear DEMOGUARDIAN4\* DEMOGUARDIAN4\*,**

This is a confirmation that the password for your OnCourse Connect account with the username "DEM14101952" has been changed and can be accessed by logging into the website at <https://www.oncourseconnect.com>.

If you feel an unauthorized party has changed the password of your account, please contact our Customer Support Team by using one of the following methods:

- Email us at [support@oncourseystems.com](mailto:support@oncourseystems.com)
- Call us at (800)-899-7204

Thank you!

OnCourse Support Team

- If you have any technical questions, or other problems pertaining to the OnCourse Connect Parent Portal, please e-mail [parent.portal@sayrevillek12.net](mailto:parent.portal@sayrevillek12.net) . Additional information on OnCourse Connect can be found on our district website, including information on how additional parents and guardians can be issued their own OnCourse Connect account: <http://www.sayrevillek12.net/parents/registration>
- Please make note of your username and password as you will need this to login to OnCourse Connect in the future. If you forget your username or password in the future, please use the recover password feature again to recover the information. If you experience any problems please email [parent.portal@sayrevillek12.net](mailto:parent.portal@sayrevillek12.net)