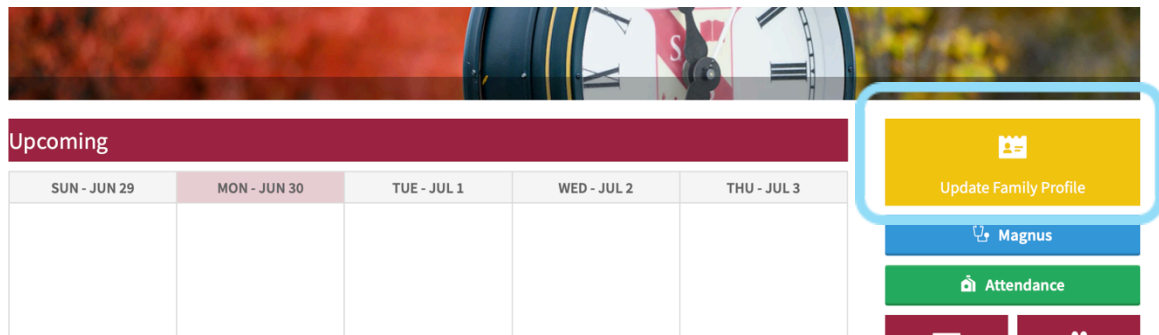
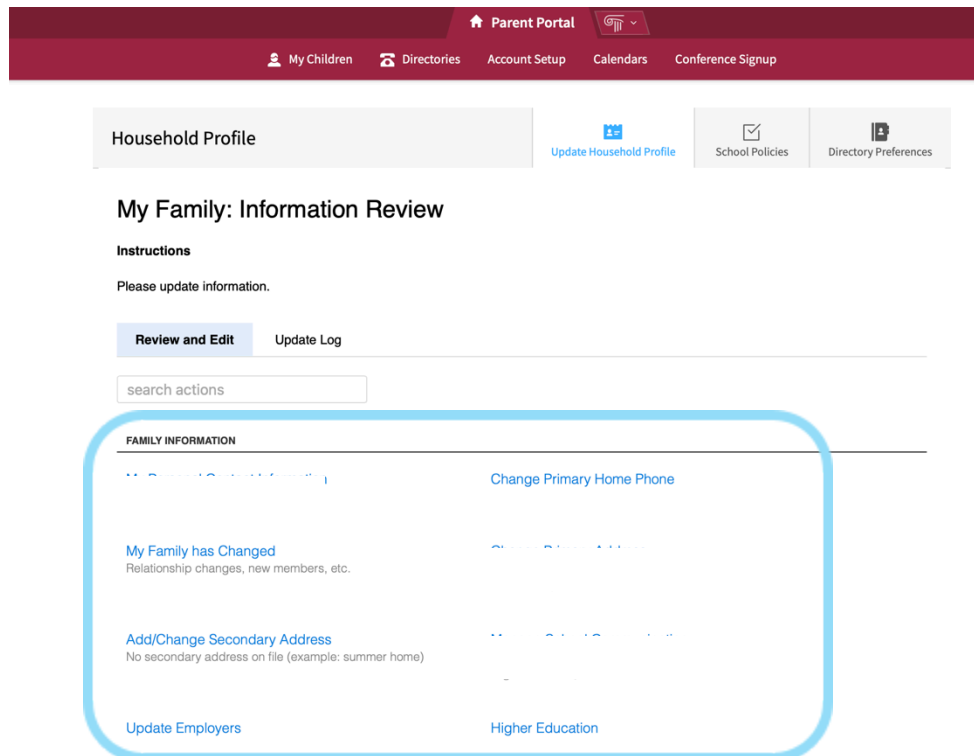


Update address, phone, and email information in the Veracross Parent Portal

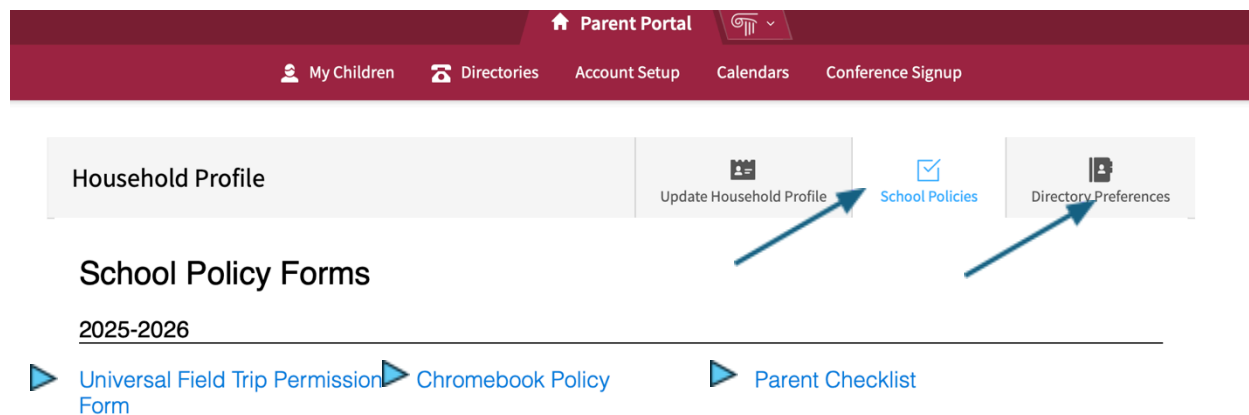
1. Log in to the [Veracross Parent Portal](#).
2. Select the **Update Family Profile** button located in the My Household section on the right side of the screen.



3. From the **Update Household Profile** tab, you can review/update personal and family information by clicking on each section header and making needed changes.



4. Review documents and **digitally sign all forms** on the School Policies tab.



5. Next, click on the Directory Preferences tab and adjust settings for information viewable to others.

Please note: Profile updates may be noted as “pending” if they require review by Information Management before they can be approved.