

Subject Line: Parent Portal Activation Information



Hello Parents of [student name],

Welcome new and returning parents! We wanted to remind you that you can check your child's progress, grades and attendance using the Parent Portal in Edgenuity. If you already have your Parent Portal account setup, please make sure you are checking it every day and helping your child reach out to their teachers if they are struggling. You can access the Parent Portal through the CalPac login page: <http://www.cal-pacs.org/about/student-parent-login/> . Use the [Parent Portal How-To Guide](#) to help you activate and use the Parent Portal.

If you are new this year or did not yet set up your Parent Portal please use the information below to activate your parent account. Once you have activated your account and created a password you will be able to login to the Parent Portal and view your child's attendance and progress. Edgenuity will automatically send you a daily progress and attendance report for your child for all the work they did in Edgenuity. Account information is listed below for each parent on your child's information card. Please make sure you are only using the activation code with your name and the email listed below.

To Activate your Parent Account:

Go To: <http://www.cal-pacs.org/about/student-parent-login/>

1. Select Middle & High School Parent Portal
2. Under the blue Login button **click on the "Activate Account" link in white**
3. Enter your email address and the activation code listed below, and then click continue

- **Parent 1:**
- **Parent 1 Email Address:**
- **Parent 1 Activation Code:**

- **Parent 2:**
- **Parent 2 Email Address:**
- **Parent 2 Activation Code:**

- **Parent 3:**
- **Parent 3 Email Address:**
- **Parent 3 Activation Code:**

***Note: This will activate **[student name]'s** account only. If you have more than one child you will have to activate each child using the corresponding activation code repeating the steps above.*

Once you have finished activating your account, you will be prompted to create a username, password and security question to recover your password if you forget it in the future. Make sure to store your password in a safe place as you are the only one that can recover it.

Signing in to Parent Portal: Once you have created your password you can go back to the login screen and use your email address and password you created to log in.

Please contact your homeroom teacher, if you have any questions or need help setting up your Parent Portal.

Sincerely,

CalPac Administration