



Community Unit School District 303

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HOME ACCESS CENTER INFORMATION

District 303 parents and guardians use **Home Access Center** to access their child's grades, schedule, attendance and transportation information in a password protected environment. A link to login to your Home Access Center (HAC) account may be found on the District 303 website at www.d303.org.

Parents/guardians may update their phone number and/or email address in Home Access Center any time there is a change and this information will automatically update their child's information at the school and in the ParentLink app (within 24-hours of the change). Each parent/guardian listed in HAC has their own password protected account. When you are logged in to HAC, you may make changes to your contact information. You cannot change the contact information for another parent/guardian or emergency contact from your account. **If you need to add or delete emergency contacts for your child, please contact the office at your child's school and they will make the necessary changes.**

Please note: Updating your email address in Home Access Center does not change your email address for eNews email communications. You will need to visit the District 303 website and update your email information for eNews subscriptions by clicking on the 'Subscribe to E News' link under 'For Parents' and entering your new email address.

The Federal Family Education Rights and Privacy Act (FERPA) allows District 303 to disclose certain "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow District 303 to include this type of information from your child's education records in certain school publications. Examples include: student directories, playbills, yearbooks, honor rolls, graduation programs, athletic rosters, etc. **Please review the current FERPA selections for each of your children in Home Access Center under the "Registration" tab.** If you indicate the School District may not release this information, it will apply to all publications and communications.

If you do not have a Home Access Center account, visit the District 303 website at www.d303.org. Click on the 'Home Access Center (HAC)' link under 'For Parents'. From there, click on the 'Begin Using HAC' link located in the computer screen icon at the top right of the page. At the bottom of the LOGIN box, click on the 'Click Here to Register for HAC' link to create a new account. You must have a valid email address on file with your child's school to create a new Home Access Center account. Please contact your school's office if you need assistance with Home Access Center.

Updates to your child's registration information may also be made in person at the school office if you do not have access to the internet.

"Empowering and Inspiring ALL"