

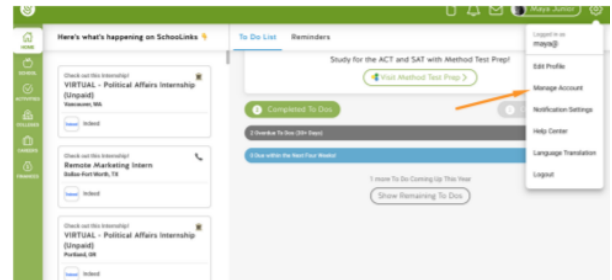


Getting Started

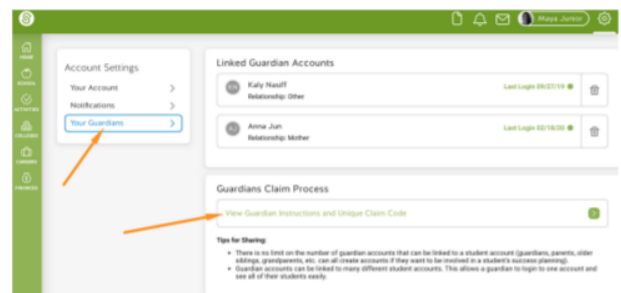
“Claim codes” are used by a guardian to associate a student to their account. Guardians will need a code for each student they wish to claim.

Student Provides a Claim Code

From your Dashboard, click on the Gear Icon to access the Manage Account option.



Click on Your Guardians under Account Settings. Then click on View Guardian Instructions and Unique Claim Code. Your guardian can use this code to claim you as a student.



How do guardians use these claim codes to claim students?

Once the guardian has the claim code, there are two options for login:

Option 1:

This is your first time on SchoolLinks

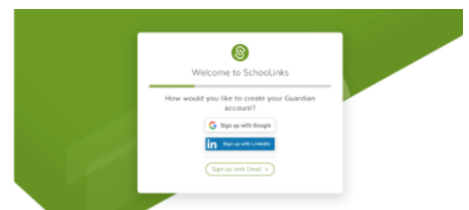
OR

Option 2:

You've already created an account and need to log in

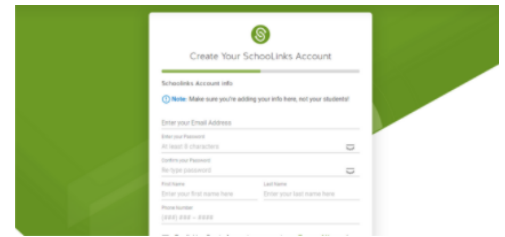
Option 1: This is your first time on SchoolLinks

Click on Create a Guardian Account box. From here, you can use Google or LinkedIn Single Sign-on, or create an account using a Phone or Email and Password.



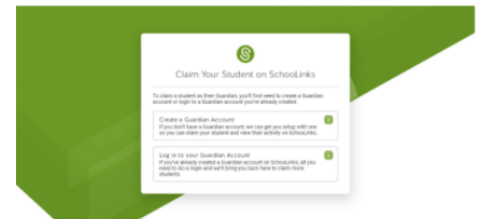
If using an Email and Password, fill out the necessary information on this screen, then click Continue.

Proceed to Claiming your Student (below)

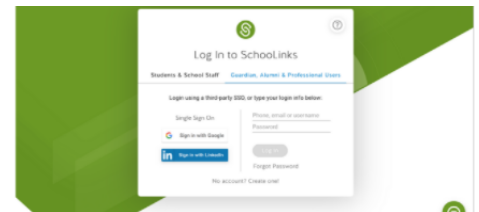


Option 2: You've already created an account

Click on Log in to your Guardian Account option if you haven't already.



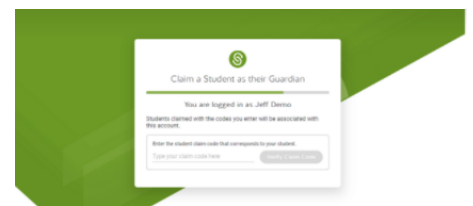
From Guardian, Alumni and Professional Users tab, you can use Single Sign-on or sign in using a Phone/Email & Password.



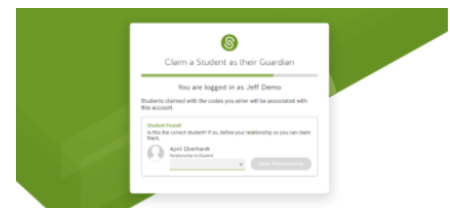
Proceed to Claiming your Student (below)

Claiming your Student

Once you're logged in or an account has been created, enter the claim code provided by your student exactly as it was given. Click Verify Claim Code.



After entering your claim code, it will show you the Name of the student you're claiming and ask you to Give your relationship to the student. Click Save Relationship.



It will now show that you've claimed your student! You may now either click Claim Another Student to repeat the claim process or Continue to Dashboard if you are done claiming students for now.

