

Home Access Center Account Request for Out of Area Guardian

Home Access Center (HAC) is a web-based application that allows parents to view their child’s educational information online. This document serves as submission of an email address to be used to register of a HAC account online for a legal parent or guardian who does not reside in the local area. The Parent or guardian understands and acknowledges that this account information will enable access to private and sensitive student academic information. In addition, Home Access Center allows parents to change their own phone numbers on file.

Parent Responsibilities:

Each participating parent or guardian will be responsible for the following:

1. To safeguard their system account Username and Password
2. Notify their school immediately if their Username and Password is lost or compromised
3. Provide all necessary equipment to access the Internet (computer, Internet connection, software, etc.)
4. Read the FAQ’s and Home Access Center Instruction Guide located on the District website

Note: SJCS D is not responsible for lost or stolen account information that could lead to unauthorized access to sensitive student data. See the District website for more details on Home Access Center.

Parent or Guardian signature (Notarized):

I, _____, am a legal and authorized parent/guardian of
(Print Parent/Guardian First & Last name)

_____, in grade _____ at _____
(Print Student First, Middle initial and Last name) (Current grade) (Print School name)

Parent Address:

(Street Address, City, State, Zip)

Parent Email Address: _____; Phone (____) _____ - _____
(John.Smith@Domain.com) (Area + number)

(Parent/Guardian Signature)

(Date)

(Notary Signature)

(Date)

(Notary Seal + Expiration)

Mail or FAX this completed form to the Administrative Office of your child’s School, ATTN: Registrar or Computer/Operator