

## Setting Up Harmony Family Access

1. Click <https://harmony.cpsc.k12.in.us/familyaccess.nsf/hello.xsp> or visit the Clinton Prairie Elementary or Jr./Sr. High School Websites. Click on **PARENTS** and a link will appear for **Harmony Family Access**.

Harmony<sup>3</sup>  
Welcome

Sign in

Username

Password

Don't have an account yet?  
Create an account here

2. Click “**Create an account here**” to start setting up your account.

3. Enter your personal information in the following blanks. As you create **your own username and password**, please make it something easy for you to remember.

Once you have an account, you can add students with a registration code.

### Create my account

First name

Last name

Email

Username

Password

Confirm password

Already have an account? Sign in

register

4. Once your account is created, you will use the **registration code emailed to you** and your student's date of birth to link the student to your account. (**Date of Birth must be entered in a 2-digit month, 2-digit day, and 4-digit year.**) Click **register** to add your student.

### add student to my account

[hide]

Enter the registration code and student's date of birth.

### Student Registration Code

enter code

### Student Date of Birth

mm/dd/yyyy

register

Don't have a registration code? You can get one from your student's school.

[hide]

I need to enroll a new student

Do you have a student that is new to this school? Touch here to enroll them.

5. Once you enter your student's registration code, you will be prompted to customize your **Notification Profile**. The **Notification Profile** allows you to receive alerts on your student's: attendance, discipline, homework agenda, schedule, etc.

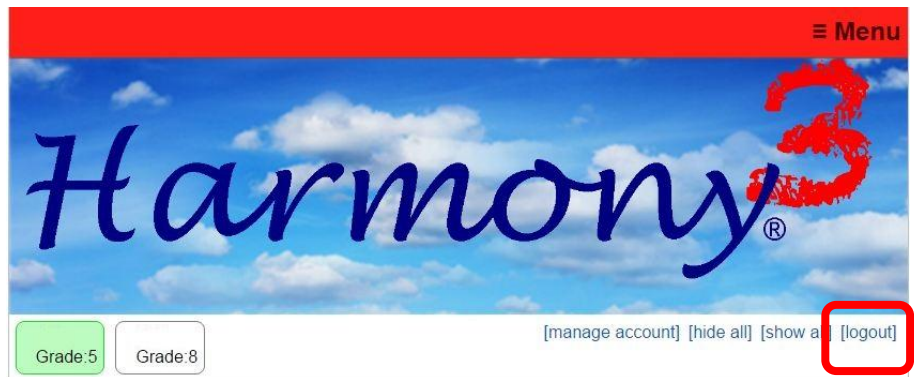
my notification profile

## Another student to link to your account?

6. Simply, click **Manage Account** in the upper right corner to enter your next student's registration code and birth date. **You only need 1 account for all your students in K-12.**



7. Once all your student(s) are linked to your account, click **log out** in the upper right corner.



### Questions? Please contact the following:

- Clinton Prairie Elementary – 765-654-4473
- Clinton Prairie Jr./Sr. High School – 765- 659-3305