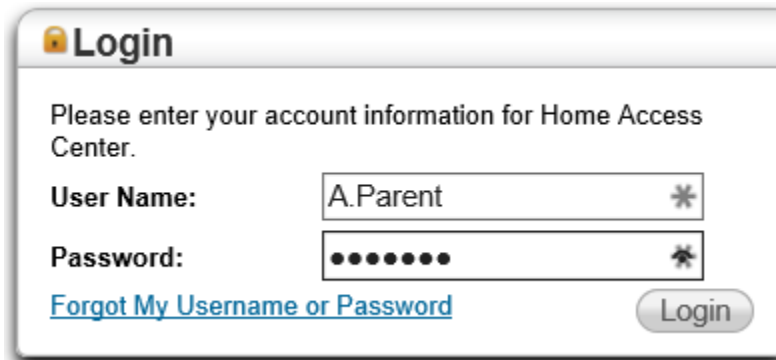


# Home Access Center

## Login

1. Access eSchool Home Access Center by going to <https://hacipe.sungardk12saas.com/HomeAccess>
2. Enter your User Name and Password

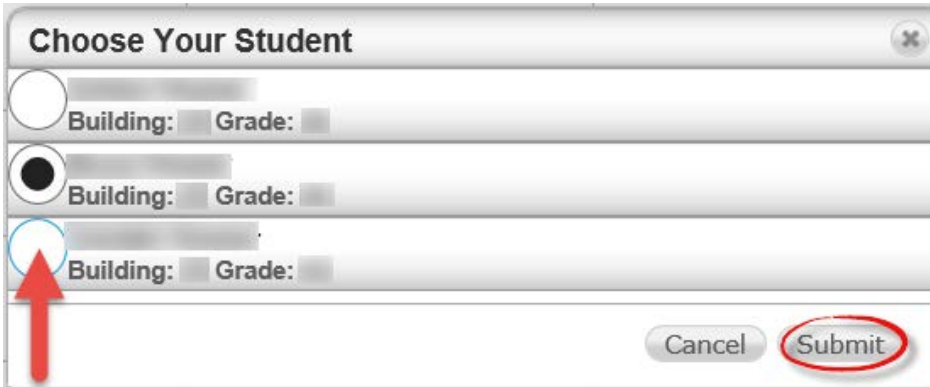


The screenshot shows a login window titled "Login" with a lock icon. Below the title, it says "Please enter your account information for Home Access Center." There are two input fields: "User Name:" with the text "A.Parent" and a password field with seven dots. To the right of each field is a small asterisk icon. Below the password field is a blue link that says "Forgot My Username or Password". At the bottom right of the form is a "Login" button.

3. Guardians with multiple children...
  - a. When you login you will be brought to the child with the lowest ID # (typically the oldest)
  - b. To switch children, click the "Change Student" button in the top right corner.



- c. Then select the child you wish to view and click the "Submit" button.



The screenshot shows a dialog box titled "Choose Your Student" with a close button in the top right corner. It contains three rows, each with a radio button, a "Building:" label, and a "Grade:" label. The first row has an unselected radio button. The second row has a selected radio button. The third row has an unselected radio button, which is circled in red with a red arrow pointing to it. At the bottom right of the dialog are "Cancel" and "Submit" buttons, with the "Submit" button circled in red.