

Website: https://www.everettsd.org/grades

Year-Round Updates in Home Access Center (HAC)

The Year-Round Updates Form is the compressed version of the Annual Student Information Update Form that occurs from August to October. The Year-Round Updates Form is available in HAC and will be open to guardians/parents from November to June with limited functionalities such as:

- Sign the annual agreement forms
- Update Guaranteed Admissions Release to colleges/universities

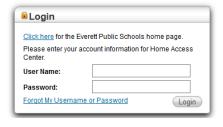
- Update release to ASB/Athletics
- Update contact priority order
- Remove emergency contacts

Step One: To sign into HAC, go to Everett Public Schools' website: www.everettsd.org and click on the **A+ Grades** tab, then Home Access Center. Click on the INFO icon.





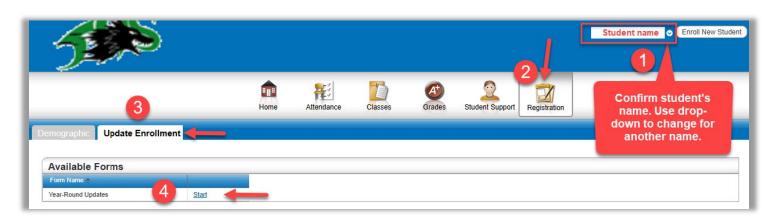
Step Two: Enter your username/password*:



Parents will log in using the same credentials for Gradebook and Canvas Parent websites.

Parent/guardian username is traditionally your first initial, period, last name (example J.Doe for John Doe). *If you do not know your parent/guardian username and password, please go to https://www.everettsd.org/grades for further instructions.

Step Three: Once signed into <u>HAC</u>, you will be in the <u>Registration</u> tab. Confirm the student's name on the topright. If you have multiple students, you can click on the drop-down to change the student's name. Click on the "**Update Enrollment**" tab. Look for the "Year-Round Updates" form and click on the "**Start**" button to access it.



A new window will open to begin. Click Submit when done.