

Welcome to EACS Parent Access

East Allen County Schools parents have access to student data via the Internet. Parents are able to view student schedules, attendance records, discipline incidents, transcript data, standardized test scores, emergency information, school fees, and lunch balances. Parents also complete on-line registration each year, complete online forms, and update student emergency contact information during the school year using this account.

To setup an account, follow instructions below. At the bottom of this page is a code you will use to identify your student(s) giving you access to only their data. Please take every precaution to safeguard the access code along with your username and password.

NOTE: ACTIVATION CODE WILL EXPIRE IN 60 DAYS IF YOU DO NOT SETUP YOUR ACCOUNT.

If you have any questions, contact the school regarding EACS Parent Access.

Listed below are the steps you will take in creating your EACS Parent Access account:

1. Access the EACS website (www.eacs.k12.in.us). Select the PARENT menu.
2. Left click on "Parent Access Login."
3. Enter Activation Code listed below on right hand side. Be sure to enter code exactly as printed below. Click "Create Account" button.
4. Complete the Create an Account screen information. Please be sure to include all information. Left click on "Next>>>" button. (Note: Username and password must be at least 8 characters and are case sensitive.)
5. If you have more than one child, click on "add a student" and enter the additional student activation codes. In creating one family account, registration information may be copied to the additional children.
6. If you forget your password and have specified your email address, click on "FORGOT YOUR PASSWORD?" and a temporary password will be emailed. If you do not receive this email, please contact the school.
7. If you do not have an email address listed in your account information, it will be necessary for you to visit your student's school to have the EACS Parent Access Administrator reset your password.

To Add/Change email

- Click on Registration
- Click on Edit – Student Information
- Scroll to Email Addresses
- Type new email address in Parent1 and/or Parent2

To Receive Text Messages

- Click on Registration
- Scroll to Automated Call Sequence
- Click Edit
- Select Status (from appropriate phone number on the left)
- Select S – SMS or Text from the New Status drop down menu
- Click on Save

To Add/Change a Phone Number

- There are multiple places to add/change phone numbers
- Click on Registration
- Click on Edit – Student Information
- Contact Information – Phone – type phone number
- Doctor/Dentist – Type phone number in either Doctor Phone and/or Dentist Phone
- Parent/Guardian1 – Type phone number in Parent/Guardian1 Phone
- Parent/Guardian2 - Type phone number in Parent/Guardian2 Phone
- Work Phone 1 - Type phone number in Work 1 Phone
- Work Phone 2 - Type phone number in Work 2 Phone
- Babysitter - Type phone number in Babysitter Phone
- Emergency Contact 1 - Type phone number in Emergency Contact 1 Phone
- Emergency Contact 2 - Type phone number Emergency Contact 2 Phone
- Emergency Contact 3 - Type phone number Emergency Contact 3 Phone

Emergency Contact 4 - Type phone number Emergency Contact 4 Phone

Please note: this is an **EXAMPLE**:

Student ID: 9918010

Student Name: Ferb, Phineas

School: Second Test

Grade: 07

Activation Code: R4QQ-G8HX-9LKN-CM6J

Code Type: Parent (register)