## Instructions for Creating a FACTS Family Portal (STUDENT) Login

- Please go to <a href="https://logins2.renweb.com/logins/ParentsWeb-Login.aspx">https://logins2.renweb.com/logins/ParentsWeb-Login.aspx</a>
- After the FACTS Family Portal Login screen opens, please select Create New Family
  Portal Account.

A melnet co
Family Portal Login
District Code:
User Name:
Password (case-sensitive):
Forgot User Name/Password?
Parent Student Staff
Login
Create New Family Portal Account

- Enter **SPD-MA** into the District Code field.
- Enter in the Email field your email address. You must use your Saint Paul Knights email address.
- Click the **Create Account** button. You will see the BLUE text if you have done the previous steps correctly

1	FACTS.
Famil	y Portal Login
District Code:	
SPD-MA	
Email:	
SAINTPAULKNI	GHTS@EMAIL
An email has be check the email	en sent to SAINTPAULKNIGHTS@EMAIL. Please and click link provided to
gain access to p	age where you can create your username and
password. For se	ecurity purpose that link will
only be active fo	r 6 hours.
Create Account	Back to Login

• You will receive an email from FACTS SIS Customer Support containing a link that will allow you to create your username and password. For security purposes the link will only remain active for 6 hours.

- Please click on the link. A Change/Create Password screen will open. You may use the default username provided, or create a new username. Then type in your desired password into the Password field and Confirm Field.
- Click on the Save Username and/or Password button.

Once you have set up your Family Portal STUDENT account, you can access your LMS directly via your FAMILY PORTAL. Please note- only student accounts can access the LMS.

