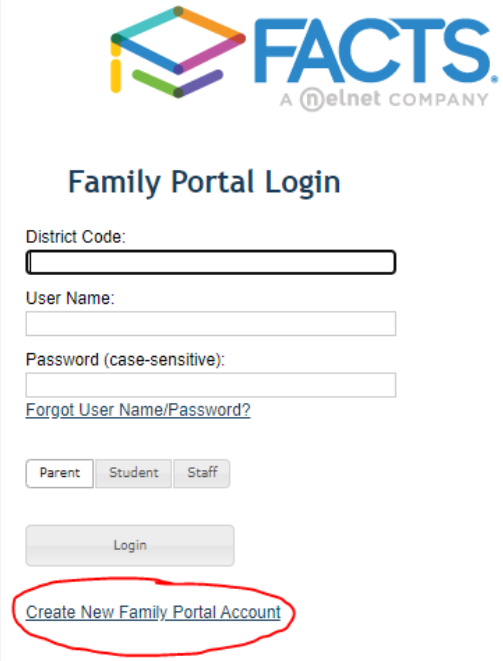
Instructions for Creating a FACTS Family Portal (STUDENT) Login

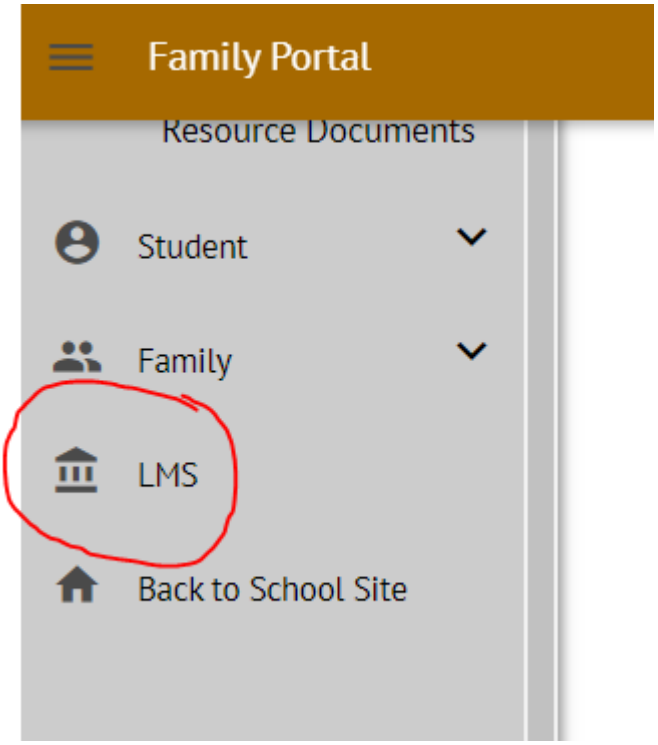
- Please go to https://logins2.renweb.com/logins/ParentsWeb-Login.aspx
- After the FACTS Family Portal Login screen opens, please select **Create New Family Portal Account**.



- 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*

- 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.***