

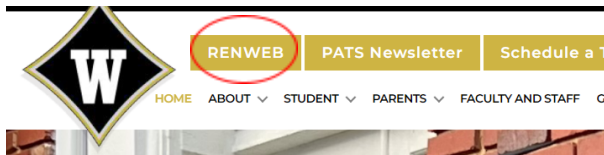
Parent Portal Account

On January 3rd, 2024, you will receive an email from Wardlaw that the Parent Portal is Open for Enrollment. At that time, you will log into your Parent Portal Account in order to re-enroll your student(s). This replaces the paper packets used for enrollment in the past.

If you already have a Parent Portal Account, there is nothing more you need to do at this time. Be on the lookout for an email from the Finance Office in December with detailed information regarding helpful capabilities such as completing the enrollment packet (January 3-February 14) and paying tuition/incidental charges online throughout the year.

If you do not currently have a Parent Portal account and are logging in with your student's login information for RenWeb, you will need to create a Parent Account for yourself by following these steps. This should be completed before January 3, 2024.

1. Go to the WardlawAcademy.com
2. Click the first gold button at the top of the page that says "Renweb"



3. Click "Create new account"

A screenshot of the 'Family Portal' login page. It features a dark blue header with the text 'Family Portal'. Below the header are three input fields: 'District Code' (with 'wa-sc' entered), 'Username', and 'Password'. There is a 'Forgot password?' link and a 'LOG IN' button. At the bottom, the 'Create new account' link is circled in red.

4. Enter "wa-sc" for District Code and the **e-mail address that we have on file for you.** You will have to confirm your email address and complete your account set up through the link sent to your email address.

NOTE: If the email address does not match what we have on file for you, you will get a red error message: "**Could not find user associated with that email address**". Please email scumbee@wardlawacademy.com or call the school office to confirm your email address.

Once your Parent Portal Account is set up you can view all of your student(s) grades and report cards under one login and you will be ready for re-enrollment when it opens. Please call or email for any needed assistance or questions. We want to ensure a smooth transition to our 2024-2025 online enrollment process. We will be glad to help!