## **Instructions on Accessing the Parents' Portal**

URL to access the school portal: <a href="https://portal.asrjc.edu.sg">https://portal.asrjc.edu.sg</a>

The login ID is p + the first 5 characters of your child's name (as per NRIC) + the last 5 characters of your child's NRIC.

Example: ptanch1234a

If this is your first time logging in, the password is your child's NRIC all in small caps. Example: t1234567a. This password is only for first-time login. Once logged in, the system will prompt you to change your password. If the first login is done by your child/spouse, please make sure they share the password with you. Please make sure your/both email is correct as we will send emails to communicate with parents and for password reset purposes.

If this is not the first time that you are logging in, or your spouse or your child has logged into the parent account before, please use the password that you have set previously.

**If you have forgotten your password,** click on "Reset it here" and select "I'm a Parent". Please take note that there is only one parent account per child, unlike Parents Gateway.

If you have any technical issues, please email to <a href="mailto:admin\_asrjc@moe.edu.sq">admin\_asrjc@moe.edu.sq</a>