

## **HELP FOR ACCESSING REPORT CARDS**

Good afternoon Clearmeadow families,

It has been brought to our attention that some of our families need additional assistance in accessing Student Report Cards.

To begin, you will need to log in to your student's Google YRDSB G-mail account:

The email address will be: [3\\*\\*\\*\\*\\*@gapps.yrdsb.ca](mailto:3*****@gapps.yrdsb.ca) (It may start with 34 or 35.)

This nine digit number is their YRDSB Student Number. It is also referred to as their "User Name". Once you have entered this email address, another screen will appear with the following:

**Please enter your user name and password.**

**Domain:**            EDU (Students/ Teachers)        *Select this drop down choice.*

**User Name:**        3\*\*\*\*\*  
*Enter the nine digit YRDSB student number.  
This number can be found under the student information in Edsby.*

**Password:**            \*\*\*\*\*  
*This is a unique combination of 8 letters and numbers assigned by YRDSB.*

**Log me in to Google**

If your student does not know their unique password (and it is not recorded in front of an agenda) please reply to this email and **include a phone number for us to contact you**, as we will not be emailing passwords.

Once you are in the email account there should be an email "YRDSB Report Card".

Click on it and follow the directions. Per our previous email, the password to log in and view the student report card is this student's date of birth: YYYYMMDD

As YRDSB is sending all reports electronically, it may take until July 3, 2020 for your student's report card to reach the email inbox.

Please reply to this email if you require further assistance.

Julie Hall  
[clearmeadow.ps@yrdsb.ca](mailto:clearmeadow.ps@yrdsb.ca)