



## Instructions for Creating a Home Access Center Account

Getting connected to Home Access Center is easy. Simply follow the step by step instructions below.

### Home Access Center (HAC) registration steps

1. Enter the link provided- <https://hac.lhric.org/HomeAccess?SiteCode=echEastchester>
2. Follow the instructions in the sentence that reads: “**Click Here to Register for HAC**”
3. On the HAC **User Registration** page: enter your first name, last name, city and zip code. This will be verified against the current data in the eSchoolPlus guardian contact record which you have previously provided. If there is more than one guardian listed on the contact record, you will have to enter your email address.  
Click **Register**.
4. Enter a **username** that you will remember (e.g. first initial, last name).
5. You will be asked to create two **challenge** questions and answers for security reasons.
6. Once you have read the Terms of Use and Privacy Policy click **Finish**.
7. You will receive an **email** from the Home Access Center to create a password. If you do not receive an email shortly, please check your spam or junk mail filter. When you click on the **link** “create your Home Access Center password” you will be brought to the next page where you will be asked to answer one of the challenge questions you previously created.
8. Now you will answer your **challenge** question which you previously created.
9. Click **Continue**, which will bring you to the **My Account** page.
10. Review your information for accuracy.
11. Under **Change Password**, in the **New Password** field, you will create your password with a minimum of eight characters.
12. Then click on **Continue to Home Access Center**. It will bring you to your child’s information.
13. Click on each tab located on the top of the screen to view your child’s information.

**If you already registered for the HAC** but forgot your username or password, please click on “forgot my username and password” and follow the instructions. If, when registering, the system tells you that you already have a username and password but you do not remember registering, please click on “forgot my username and password” and follow the instructions.

If you experience any difficulty during the registration process, or have any questions, please email your questions to [homeaccess@eufsdk12.org](mailto:homeaccess@eufsdk12.org)