

## Instructions for signing onto the CCRA Family private side of the CCRA website.

- If you have not signed onto the private side of our website or have forgotten your username and password, please simply click on the Family Sign-in icon at top right of the [www.chevychaserec.org](http://www.chevychaserec.org) home Page.
- Once you have clicked on sign-in, you must click on forgot username and/or password.
- You will be asked for your registered email address. The information will only be sent to the email address previously registered with CCRA. If you need both the username and password, each must be requested separately and each will be sent in a separate email.
- Once you sign-in with the super long temporary username/password, you will be asked to change it.

In your personal profile, you will see more information than is visible to other CCRA families. You can use your profile to update your information for the CCRA office and/or to make more information available to fellow CCRA families.