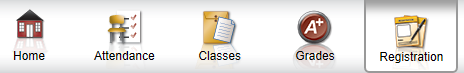
Home Access Center (HAC) Tips

* HAC user names and passwords are “case-sensitive.” Pay close attention to upper case vs. lower case, and the letter O vs. a number 0.
* Keep your HAC user name, password, and email address because it will remain the same as long as you are a student at Huntingtown High School.
* Once you access HAC, please make sure you have established an email address in your HAC account that you will remember. This important step will enable you to retrieve your password if you lose it. See below.

How to Update Your Email Address in HAC:

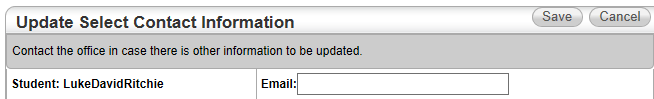
1. Log in to your HAC account and click on the Registration button.



1. Scroll down to Contacts and click Edit.



1. Enter your email address and click Save.



This can be either your personal email or Office 365 school email.

Office 365 school e-mail address:

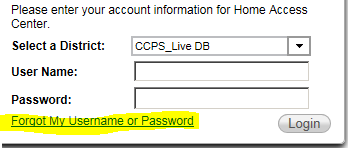
Logins are in the format of your student ID preceded with the letter ‘s’. Passwords are the student’s full birthdate. (unless you’ve previously changed it)

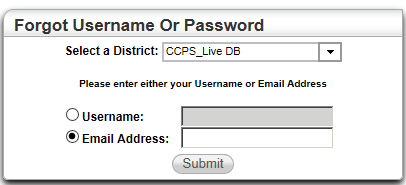
Sample username: s12345@calvertnet.k12.md.us

Sample password: 01152003 (birthdate January 15, 2003)

Enter the e-mail connected to your HAC account. It may be your personal e-mail if you added it to your account. If not, your Office 365 school e-mail (see below) was added for you.

Check your e-mail account for an e-mail from eschool@calvertnet.k12.md.us and follow the directions provided to access your account.





**I’ve logged in successfully in the past**

(this means you have set security questions)

I don’t know my user name

I don’t know my password

Click on the “Forgot Username or Password” as shown below

**I’ve never logged in**

(this means you have not set security questions)

You must use the letter you received or visit the HHS Guidance office for your credentials

Signing into HAC