

Parent/Family Authorization

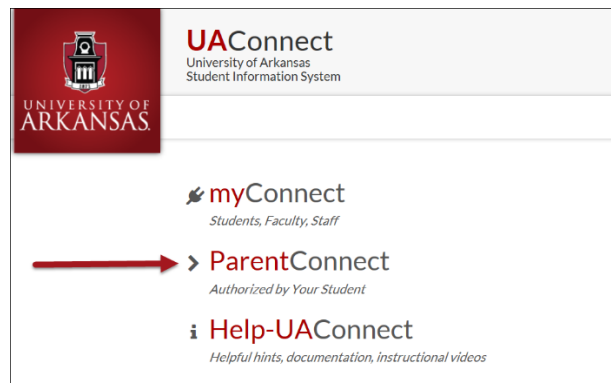
The **Parent/Family Authorization** option allows a student to authorize access to view certain student information. This authorization provides access to the designee (parent or other third-party) to view **Manage Finances, Academic Information, Directory Information, and Financial Aid.**

NOTE: Viewing the Parent Center requires internet access.

1. Accessing Parent Center for the First Time

Follow the steps below to access the Parent Center.

- 1.1 Open your web browser, such as Internet Explorer, Firefox, or Safari.
- 1.2 Type **uaconnect.uark.edu** in the browser's internet address field.
- 1.3 Click **ParentConnect.**



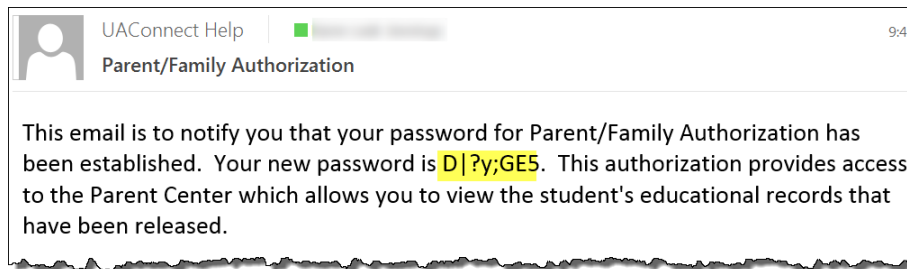
1.4 Log in to ParentConnect:

The screenshot shows the login page for ParentConnect. It features the 'ParentConnect' logo and the text 'Authorized by Your Student'. Below this, there are two input fields: 'Email address' and 'Password'. At the bottom of the form is a 'Log in' button.

- **Email Address** – this is the complete email address **identified by your student** to set up your access.
- **Password** – This is the temporary password you received in the email from uachelp@uark.edu or the new password you have created.

Example of temporary password email





1.5 You should change your temporary password after your log in and then open Parent Center. *Your new password must be at least 8 characters long and contain an uppercase letter, lowercase letter, and number.*

1.6 When your password change is complete. follow this navigation to return to Parent Center.
Main Menu > Self Service > Parent Center

Overview of Parent Center

If you have been granted access to view the account of more than one student, choose from the **Select a Student** drop-down menu.

IMPORTANT:

It is important to note that the access granted to you, through the Parent Center, is based on your student's consent for you to view specific on-line information and *is not* equivalent to a third-party release of information covered by the Federal Educational Rights and Privacy Act (FERPA).

Your student must complete a *FERPA 3rd Party Release* form that allows the University to discuss items covered by FERPA with you.

Click here to view financial information, invoices, and financial aid information.

Click here to select from multiple students.

Click here to view grades and class schedules.

Click here to make a secure payment.

Click here to view addresses and phone numbers.

Click any link for more information.

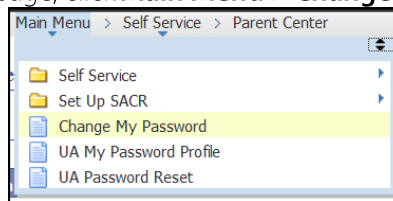


Change Your Password

Your Parent Center password expires every 120 days. To avoid being locked out of your account, please establish a security question and response. See the **Security Question and Response** document in the **Parent Help Center** found on the Help-UAConnect website.

To change your password, click the [Change My Password](#) link found in the Main Menu. *Your new password must be at least 8 characters long and contain an uppercase letter, lowercase letter, and number.*

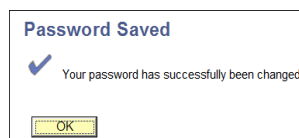
1. From the top of the page, click **Main Menu > Change My Password**



2. Type your **Current Password** in the **Current Password** field. (This may be the temporary password provided in your initial e-mail **or** your current password that is expiring.)
3. Type your **New Password**.
4. **Confirm** your new password.

A screenshot of a 'Change Password' form. It contains the following fields: 'User ID:', 'Description:', '*Current Password:', '*New Password:', and '*Confirm Password:'. Each field has a corresponding text input box. At the bottom of the form is a yellow button labeled 'Change Password'.

5. Click the **Change Password** button. You will see this message if the change is successful.



6. Click **OK** and follow the navigation below to return to the Parent Center.

