

Logging In to the Online Directory

Instructions for Cascia Hall Parents, Students, Faculty/Staff, and Alumni

If you are a **current parent, student, or faculty/staff** member, your account has been set up. You do not need to create an account. Parents and students can log in with their Net Classroom credentials. Faculty and staff can log in using their email address and password. If you have forgotten your password, the system will retrieve it for you and send it to the email address in the system. For assistance, contact Carol Bradley, cbradley@casciahall.com or 918-746-2615.

If you are a parent and an alumnus, you will need to log in with your parent (Net Classroom) credentials.

An account has been established for all **alumni**. A random password has been assigned to your account. Using the email address on file, ask the system to retrieve your password. You can then log in and change your password and update your record if you wish. All alumni records are unpublished by default. If you want your information available to others, you can choose in your user record to publish the information in the online directory.

Alumni for whom we have no email address will need to create an account or contact the Alumni office to provide an email address. For assistance, contact Jane Easley in the Alumni Office, jeasley@casciahall.com or 918-746-2641.

The school directory can also be viewed from the Cascia Hall App which is available free of charge from the Apple App Store or as an Android App on Google play.