



# myprocare<sup>®</sup>

Dear Parents,

CPWS is pleased to offer **MyProcare**, a free online portal for you to access account information, register for events, and re-enroll your child. MyProcare is safe, secure and created with your convenience in mind.

**Log in to create your account before registration begins on Monday, 1/9 at 8am.**

1. Go to [MyProcure.com](https://MyProcure.com).
2. Enter your email address (the email you have on file CPWS) and choose **Go**.
3. Enter the confirmation code sent to your email, choose a password, and press **Go**.
4. Then you may:
  - a. View, edit, or update account information for your child
  - b. View, edit, and update contact information for your child's emergency contacts
5. **ON Monday 1/9 at 8am**, log into your MyProcare account to Register your child for the 2023-24 school year. You will see on your Home Screen that "New Registration is available" Please follow instructions outlined in "Registration at a Glance" for help with this process.

