

Link Account for Leicester College Parents account setup

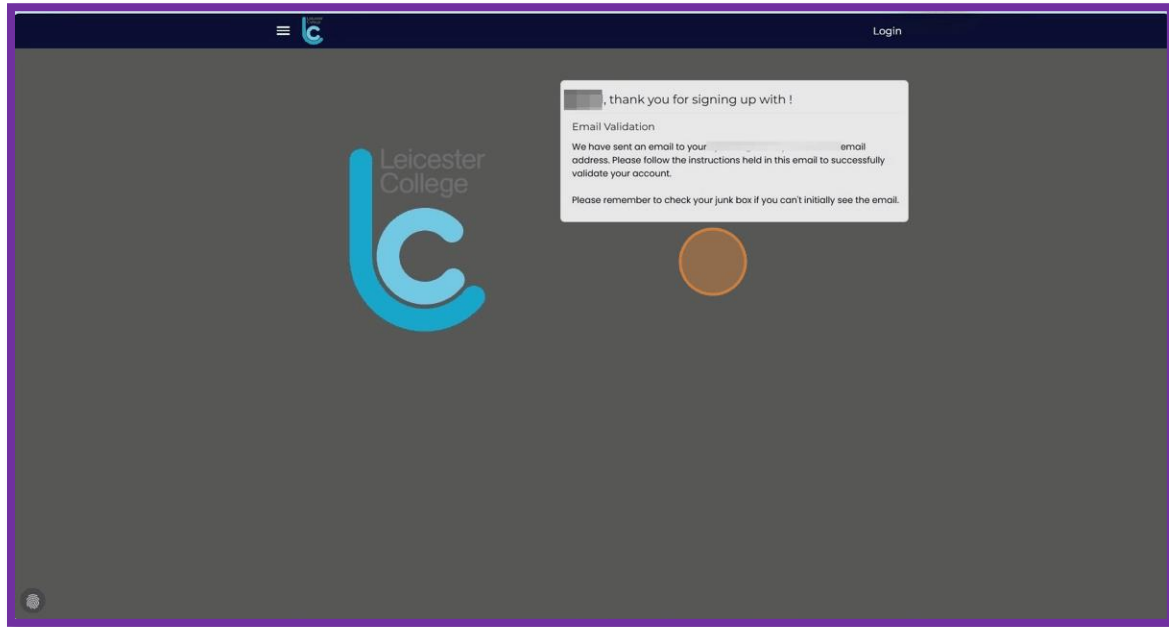
1. The Parent to fill in all of their details below.
<https://leicestercollege.mcr-symphony.net/>

The screenshot shows the 'Create Account' page on the Leicester College Parents portal. The page features the Leicester College logo on the left and a 'Welcome Create Account' heading. The form includes fields for Title, First Name, Last Name, Date Of Birth (with Day, Month, and Year dropdowns), E-mail address (pre-filled with testington@mcr-systems.co.uk), Password, and Confirm New Password. A red circle highlights the Title field. Below the password fields, there is a note: 'Password must be 8-30 characters, including: uppercase, lowercase, numbers and special characters' and 'Password and Confirm New Password has to match'. The URL in the browser's address bar is https://leicestercollege.mcr-symphony.net/login.aspx.

2. Make sure to **tick** the 'I understand and would still like to create a Link Account'. Click the Create Account button when complete.

This screenshot is the same as the previous one but includes several red annotations with arrows pointing to specific form elements. The text 'Fill in all of the fields here' is placed near the top of the form. An arrow points to the 'Link account' dropdown menu, which is currently set to 'Important: Top up of funds only'. Another arrow points to the checkbox for 'I accept the Terms and Conditions and have read the Privacy Policy'. A final arrow points to the 'Create Account' button at the bottom right. The URL in the browser's address bar is https://leicestercollege.mcr-symphony.net/login.aspx.

3. Validation email will be sent



4. Verification email will be sent (takes around 5 minutes) and the parent needs to validate the account by clicking on the 'Validate Account' button

