Student and Parent final steps to confirm linking of accounts
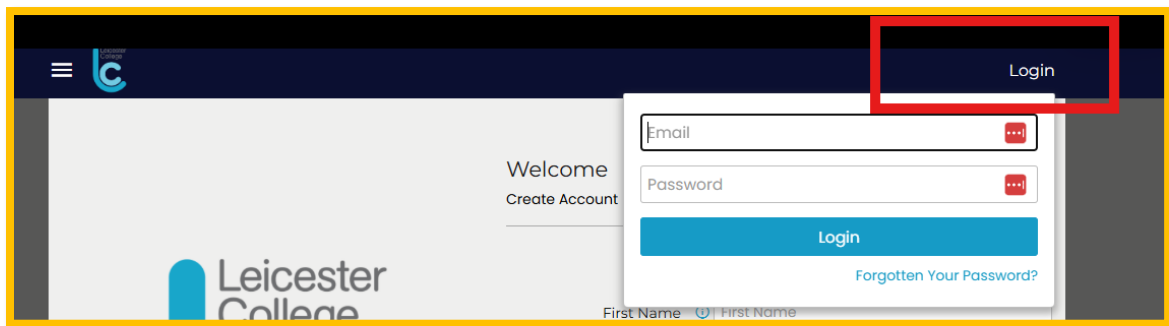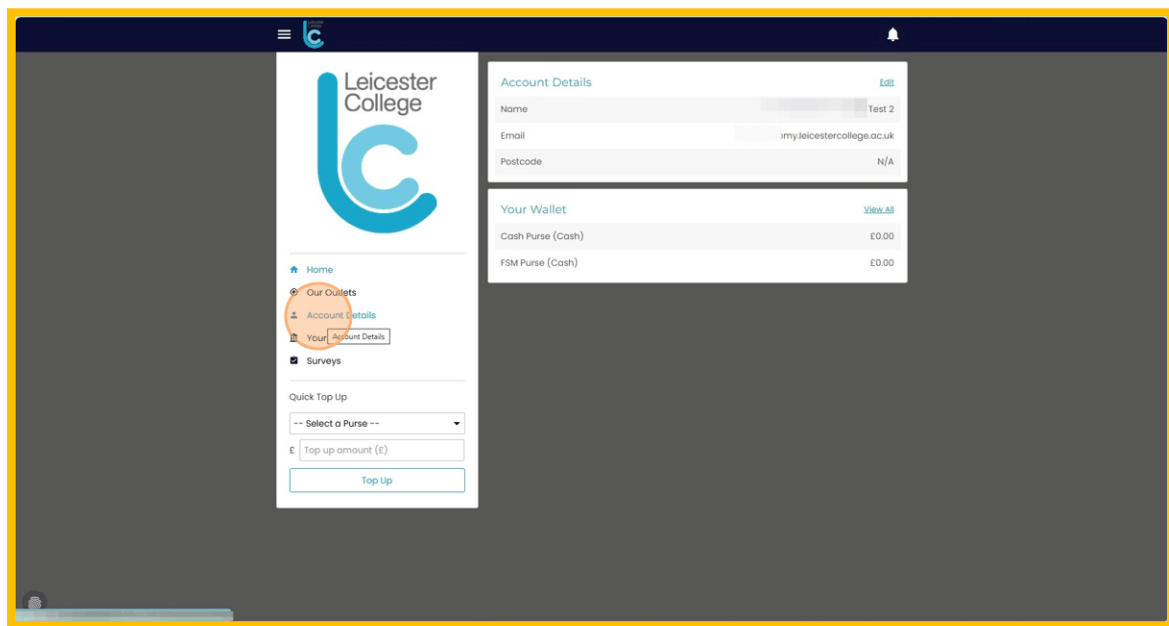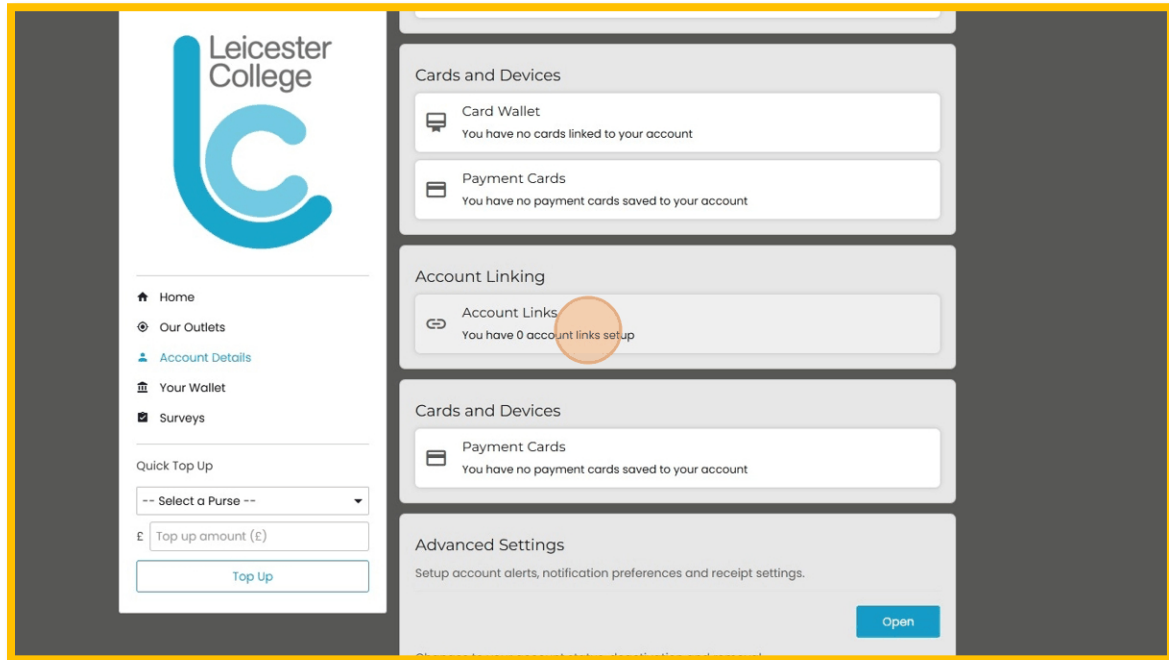
1. Student should login with their college email and password (https://leicestercollege.mcr-symphony.net/), if don't know password follow forgot password process.
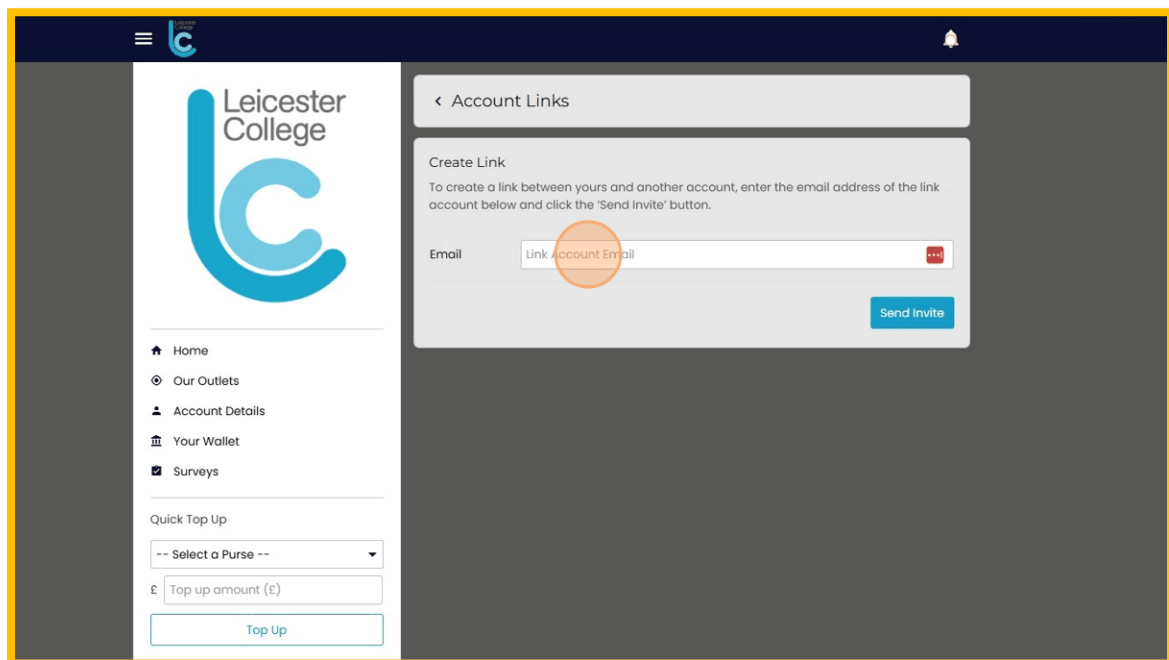

2. Click on the "Account Details" on the left handside

3. Click on the Account Linking option

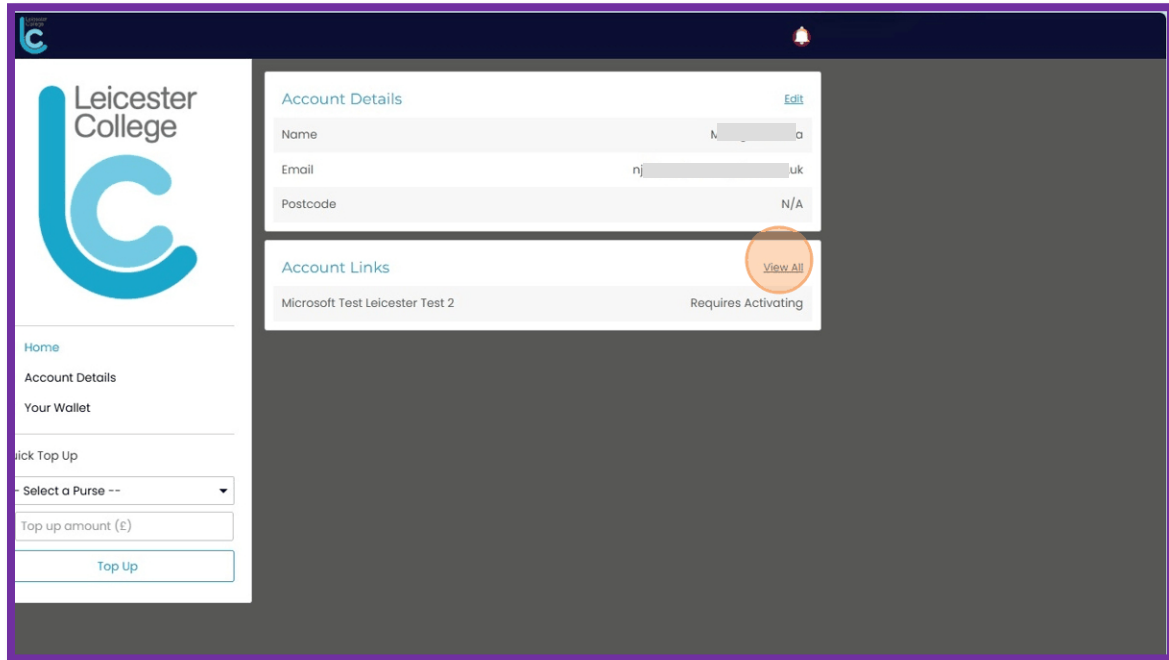4. Enter the parents email address here and then click send invite

5. Enter parent email and click Send Invite

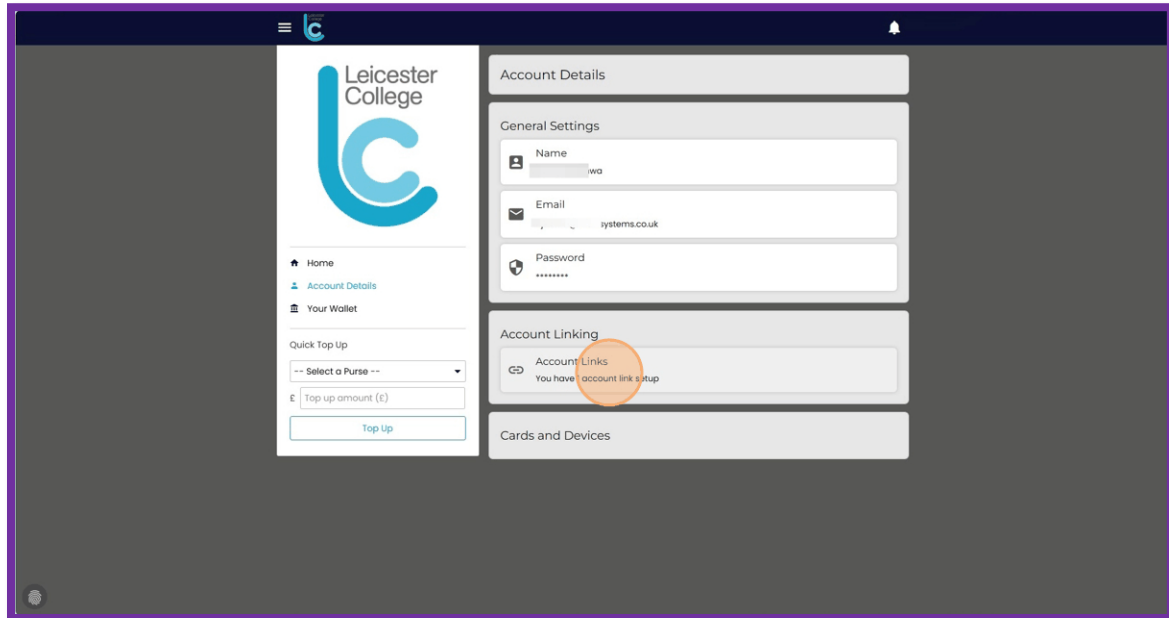6. The Parent will then need to click on the 'Requires Activating' option on their account

7. Click View All

8. Click Activate Link option
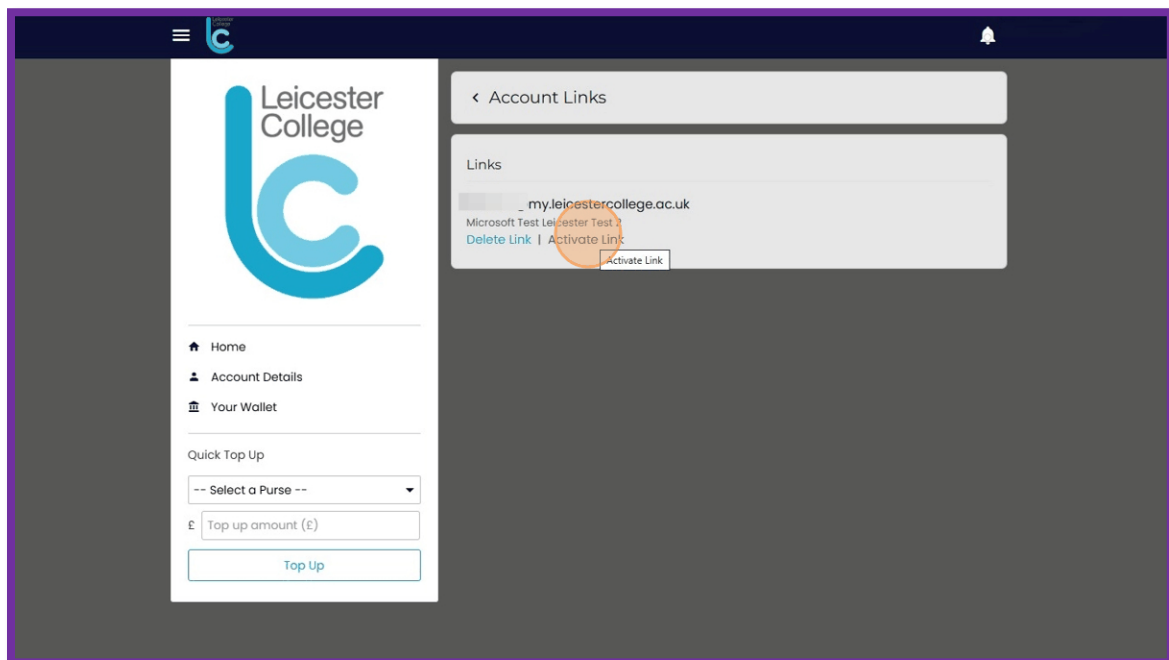
9. Parent will see that they have a link setup

10. Details of the linked learner email