

(SAMPLE) System Email sent from Qmlativ Student Information System to Authorized Parent/Guardians

**From:** Do Not Reply <[do\\_not\\_reply@mukilteo.wednet.edu](mailto:do_not_reply@mukilteo.wednet.edu)>  
**Date:** October 31, 2018 at 5:23:13 PM PDT  
**To:** <[anyparentsmith@mysampleemail.com](mailto:anyparentsmith@mysampleemail.com)>  
**Subject:** Family Access Account Information  
**Reply-To:** Do Not Reply <[do\\_not\\_reply@mukilteo.wednet.edu](mailto:do_not_reply@mukilteo.wednet.edu)>

Dear Parent/Guardian:

Qmlativ Family Access has been activated for you to view information on your student(s) at Mukilteo School District.

An account has been created for <Family's Guardian name> with the following credentials:

Username: <lastnamefirstinitial123>

Email Address: <parentemailname@mysampleemail.com>

Family Access allows parents to access their family and student(s) information including: emergency contacts, attendance, grades, schedule, assignments, fee/payments, assessment scores, discipline, and grad plan information. A built-in message center is also included, and you may receive messages directly from your student's teachers.

If you find that your student(s) information appears incorrectly, please contact your student's school to have your information updated in the system.

You are responsible for maintaining the security of your account usernames and passwords. Any unauthorized or misuse of Family Access accounts may result in loss of access.

Please note that Mukilteo School District is unable to provide technology support for non-district owned computers, web devices and software applications (including web browser issues). Please consult your computer dealer or Internet service provider for computer software related issues.

Contact your student(s) school for additional account questions or if you need assistance with resetting your password.

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Confidentiality Notice: The information transmitted by this email is intended only for the person or entity to which it is addressed. This email may contain proprietary, business-confidential and/or privileged material. If you are not the intended recipient of this message, be aware that any use, review, retransmission, distribution, reproduction or any action taken in reliance upon this message is strictly prohibited. If you received this in error, please contact the sender and delete the material from all computers.

Follow the link below to reset the password on your User account and begin using Family Access.

[Reset Password](#)

(Link to reset their password) <https://www.q.wa-k12.net/mukiltSTS/PasswordReset/ResetPassword?r=f5207a1a38c44c328102f98b849d3dae>