1. Parents Account Login to CJC Portal

Access CJC Portal at **https://portal.catholicjc.edu.sg/**

Username: **p** + *First* 5 *characters of* your child's *name* + *Last* 5 *characters of* your child's *NRIC/FIN*
Example:
If your child's name is Christopher Tan Wee Ming, and his NRIC is T1234567X, then your parent's Username is **pchris4567x** (all lower case).

p	c	h	r	i	s	4	5	6	7	x

Password (for 1st time login): same as username (all upper case)

2. Update Email, Handphone and Change Password

Upon your first login, you will be prompted to update your email and handphone number, and to change your password.

Besides the default username format given in Step 1, this updated email address can also be used as your parent login username subsequently.

3. Account

You will be able to set up your security questions after the first login.

4. View Child's Timetable, Subjects, CCA, Exams & Grades
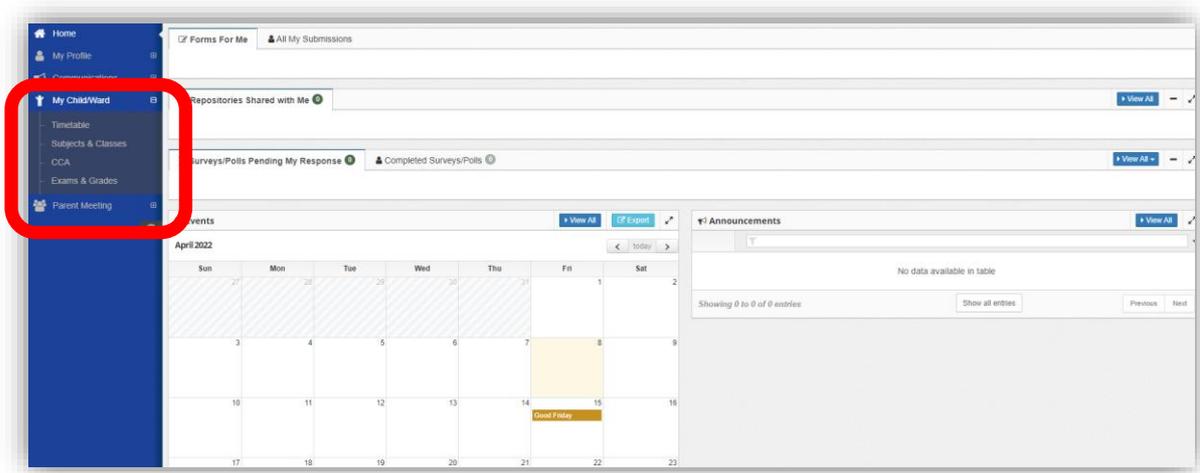
5. Forgot Password

Click "Forget Password" on the login page to self-reset.