

# CAD Parent Portal – Log In

**CARMICHAEL**  
*Academy of Dance*

Email or User ID

Password

**SIGN IN**

Having trouble? **Reset Password**

New to our Portal? Watch this quick video to see how to access and manage your account with us.  
**Watch Video**

**1<sup>st</sup> Time Log In  
-OR-  
Forgot Password**

- Access the portal from our website [www.carmichaeldance.com](http://www.carmichaeldance.com) by clicking on Customer Login at the top or click [HERE](#).
- Your User ID is the main contact email account we have on file. This should be the same email at which you receive monthly statements and general communications.
- If this is your first time logging in or you forgot your password use the Reset Password option on the log in screen to get a new password sent to you.
- Once you have your User ID and password then log in!
- We recommend updating your password once you log in the first time.

# CAD Parent Portal – Main Screen



 DASHBOARD  BILLING & PAYMENTS  

Welcome Jason

DASHBOARD

## DASHBOARD

Shows an account overview and all enrolled classes.

Classes on this screen have links to class videos.

## BILLING & PAYMENTS

Current balance and recent transactions.

Access transaction history and payment methods on file.

## MAIN MENU

See next page.

# CAD Parent Portal – Main Menu

## DASHBOARD

Shows an account overview and all enrolled classes.

Classes on this screen have links to class videos.

## ACCOUNT

Access basic student info and enrollment.

Billing & Payments Screen

Contact information on file.

Settings – Update User ID and Password

## BILLING & PAYMENTS

Current balance and recent transactions.

Access transaction history and payment methods on file.

## Messages

Recent messages sent to you from the portal

(does not include direct email to/from me)

