

How to Sign Up for a Procure Account

📅 Updated on 25 Mar 2024 · ⌚ 2 Minutes to read

Create a parent account to view your child's information, pay online, and send messages to staff.

If your child's school has started using Procure to communicate and track student activity, you will receive an email from your school containing steps on creating an account through the Procure web portal.

Parents: How to Sign Up for a Procure Account



How to Sign Up

All the instructions you need to sign up for a Procure account are in the email invite you received from your school.

Hello Aria Cruz,

Welcome to Procure! You have been added to Stephen Cruz profile.

Procure Product Team - Enterprise is inviting you to create your Procure account. Through Procure, authorized family members and guardians will be able to send and receive messages and notifications regarding your child's day. Your child care provider can send you photos, videos, learning milestones and other notes or messages as needed so you can feel at ease knowing your child is receiving great care and stay connected throughout the day.

1. Navigate to [Procure web portal](#).
2. Select **Parent**.
3. Create Account section using the email address your invite was sent to
4. Click "**Add Child**" and enter this unique 10-digit code which will expire in one week: **A869667F9F**.
5. Download the free Procure Child Care Mobile app on Apple or Android.

Learn more about [Procure](#) here. If you have any questions, visit our [Help Center](#).

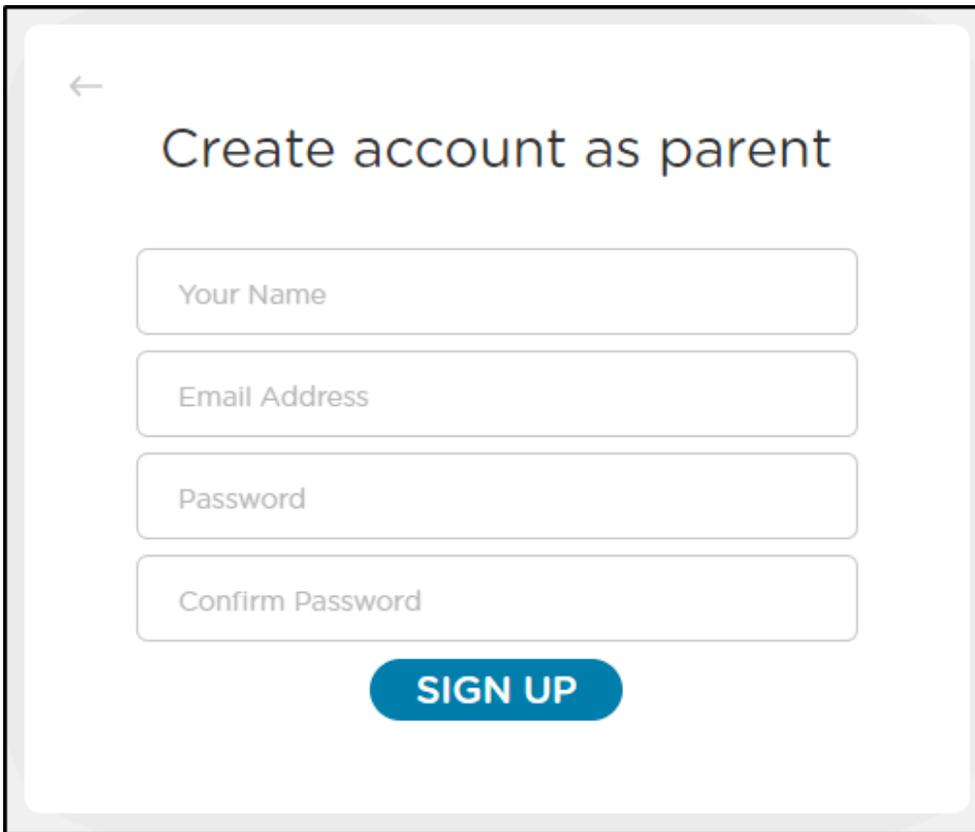
Thank you,
Procure Solutions Team

Important: If you already have a Procure account, navigate to the login screen. Do not create an additional account. Log in with your email and password or reset your password if needed.

1. Click the web link in your email invite, then select **Parent**.



2. Complete the **Create account as parent** screen using the email address your invite was sent to, then click **Sign Up**.



←

Create account as parent

Your Name

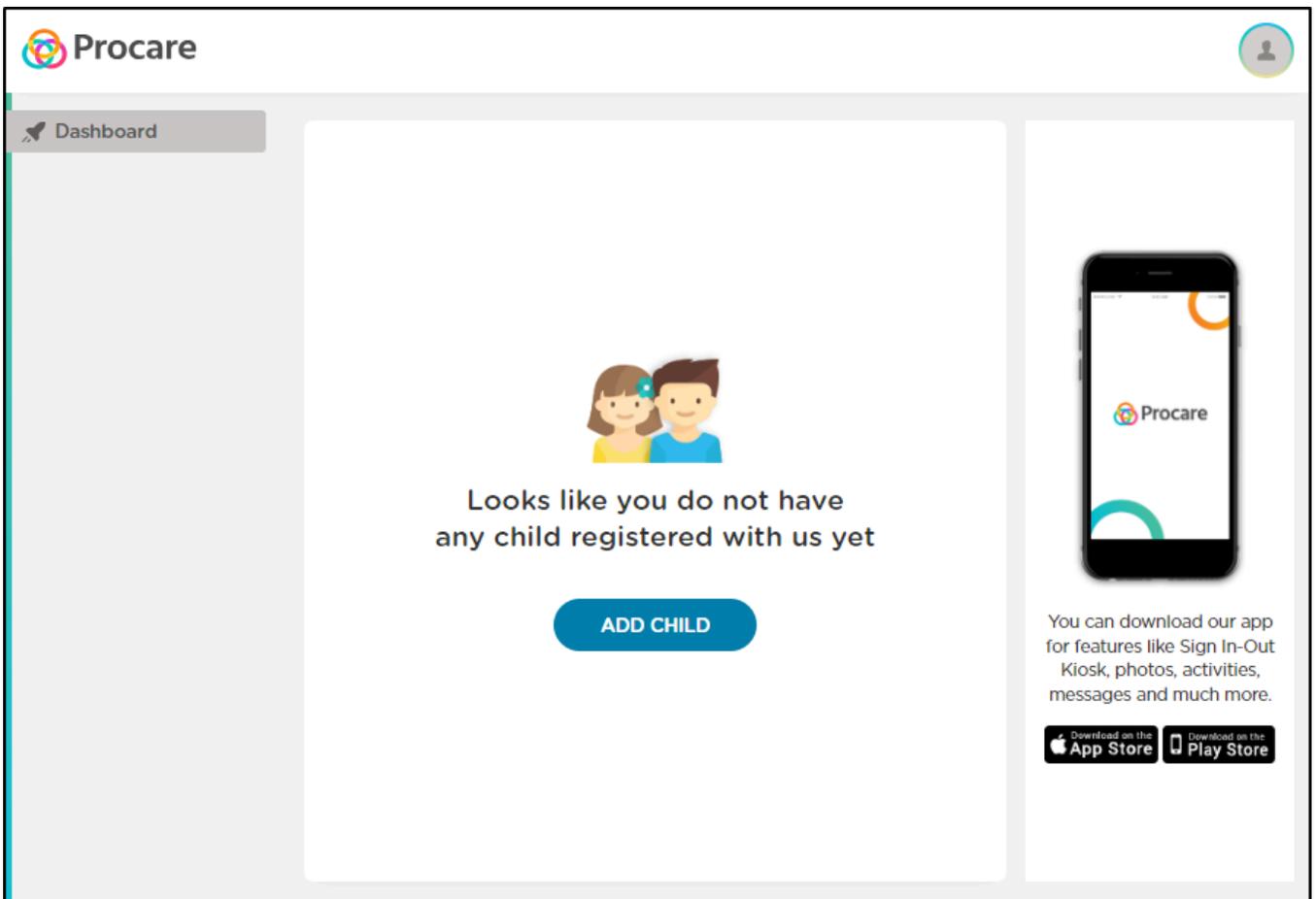
Email Address

Password

Confirm Password

SIGN UP

3. Once you are logged in, click **Add Child**.



Procare

Dashboard

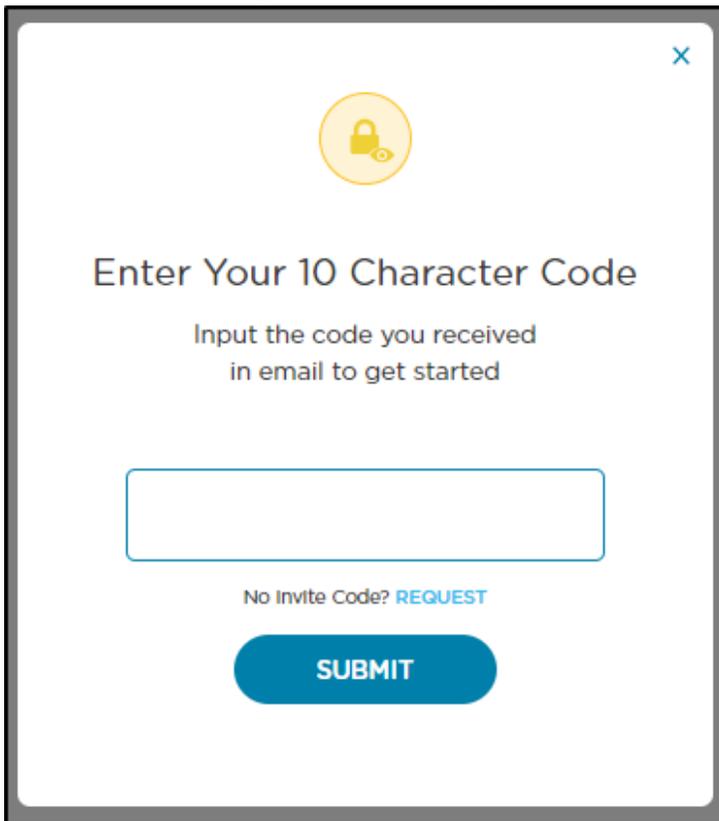
Looks like you do not have any child registered with us yet

ADD CHILD

You can download our app for features like Sign In-Out Kiosk, photos, activities, messages and much more.

Download on the App Store | Download on the Play Store

4. Enter the 10-digit code from your email invite and click **Submit**.

A screenshot of a mobile application interface for entering an invitation code. At the top center is a yellow circular icon containing a padlock and a key. Below the icon, the text reads "Enter Your 10 Character Code" in a bold, dark blue font. Underneath that, in a smaller, lighter blue font, it says "Input the code you received in email to get started". A large, empty rectangular text input field with a blue border is positioned below the instructions. At the bottom of the screen, there is a blue button with the word "SUBMIT" in white capital letters. To the left of the button, the text "No Invite Code? REQUEST" is displayed in a small, light blue font. A small blue "x" icon is located in the top right corner of the white modal window.

Important Invitation Code Information

- The invitation code is entered *after* your account has been created and you are logged in to Procure.
- Invitation codes expire one week from the date it was received. If the invite code is not accepted within the week, or a new code is needed, please request to be re-invited by your school.
- The invitation code is unique to you and should not be shared.

Downloading the Procure Child Care Mobile App

Once your account has been created, follow the steps below to download the Procure Child Care Mobile app.

1. From the Apple (iOS) Store, Google Play (Android), and Amazon Store, search and download the Procure Child Care Mobile app.

2. Log in with the account information you created above. Once logged in, your child's information will be displayed and you have access to view events and activities, edit your child's information (if your school allows this), view account balances, communicate with teachers and more.

Navigate to the [Getting to Know your Procure App](#) article to learn more about the app and its features.

Trouble Logging In?

Here are a couple of things you can check:

1. Do not try logging in to Procure using your email address and the invitation code as your password. You will receive an error that your email is invalid. You must first create an account.
2. Ensure you are creating an account through the Procure web portal prior to signing in on the Procure Child Care Mobile app.



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