



Home Access Center

Please review the following instructions on how to register and access Home Access Center (HAC)

Step 1.

On your internet browser (Internet Explorer, Mozilla, FireFox, Safari, etc.) please type the following:

<https://hacdoe.doe.k12.de.us/HomeAccess>

You should see this page



Step 2.

To register, click on the “Click Here to Register to HAC” Link below the Username/Password field. You will then see the following page:

A screenshot of the "Home Access Center User Registration" page. It features a dropdown menu for "Select a District:" with "Gateway Laboratory School" selected. Below this are four required text input fields: "First Name:*", "Last Name:*", "City:*", and "Zip Code:*". A "Register" button is located at the bottom center of the form.

Now fill in all fields on the Home Access Center User Registration Page. Enter your information (Parent), not students' info. Once you have entered your information click the Register Button.

Note: If you receive the following Message, this mean you already have an account.

Contact information has been found using the information provided, but the contact has already been registered for Home Access Center. Click the following link to return to the [Home Access Center login page](#)

(See Forgot Username/Password Section Below)



Step 3.

Once you have clicked the Register Button. You will then be able to create your Username and Security Questions. When you finish, click on ok. An email will be sent to your email address we have on file with your HAC account you have created.

Forgot User Name /Password Section

On the home page of Home Access Center, click on the “Forgot my Username or Password Link



The Forgot Username and Password screen will open. Select Gateway Lab School for the District Field. If you know your username, enter it and click ‘Submit.’ If you do not know your username choose the email option, enter your email then click on the submit button.



NOTE: if you still need assistance, please contact: Keron.Edwards@gl.s.k12.de.us