



to you.

Please carefully check the following information we have for you on our database and contact the College reception as soon as possible to have your details updated for accuracy if required. Ensuring a correct email address is especially important as from 2019 the College will be emailing out correspondence to you that will require a response.

Name	Username	Email Address
[First Name Main] [Surname Main]	[MainContact Username]	[Main Email Address]
[Spouse First Name] [Spouse Surname]	[Spouse Username]	[Spouse Email Address]

Steps to login to Citipointe Central:

1. Visit the Citipointe Central login page web address: central.citipointe.qld.edu.au
2. "Your password?" to create a password for Central.
- 3.
4. **Citipointe Central Password Reset"**.
5. **Reset Link"** within the email to create a password for your Central account, and then return to the login web page address above to enter your username and new password to login.

If you require assistance with logging in to Citipointe Central as per the instructions above, or to update your email contact information above, please contact College reception on 07 3347 5899, where your request will be directed to the appropriate staff member.

The College will be providing opportunities for parents to attend introductory sessions on Citipointe Central over the coming weeks during parent information evenings.

Please note your student will have access to Citipointe Central from Friday 25 January, and will be with their College computer username and password.

I trust you have had a restful Christmas and New Year period and are ready to partner with us as we launch this new and exciting learning management system.

Yours sincerely

Mr Ben Davis