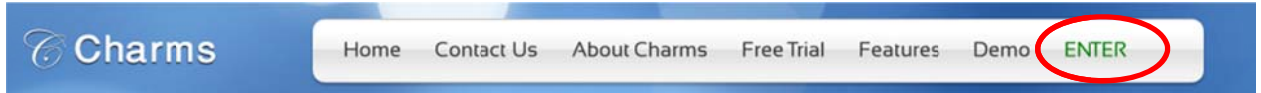


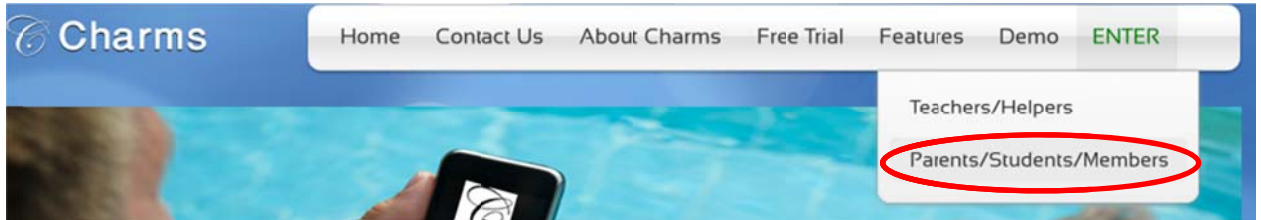
How to access parent/student account on Charms

1. Log on to www.charmsmusic.com

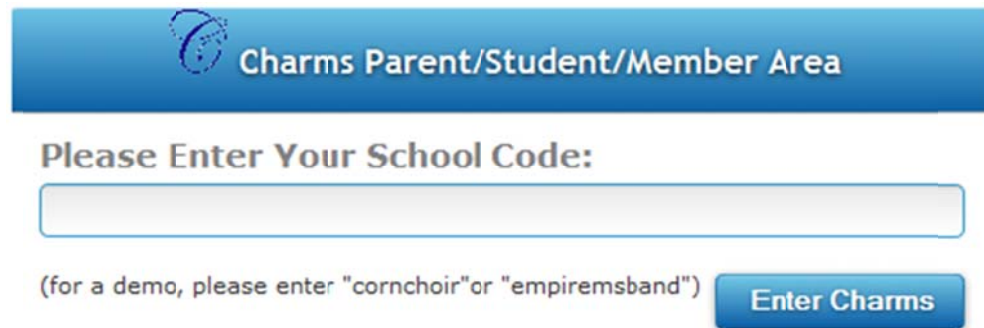
2. Click on ENTER (top left)



3. Click on Parents/Students/Members



4. Type chantillychoir and click Enter Charms

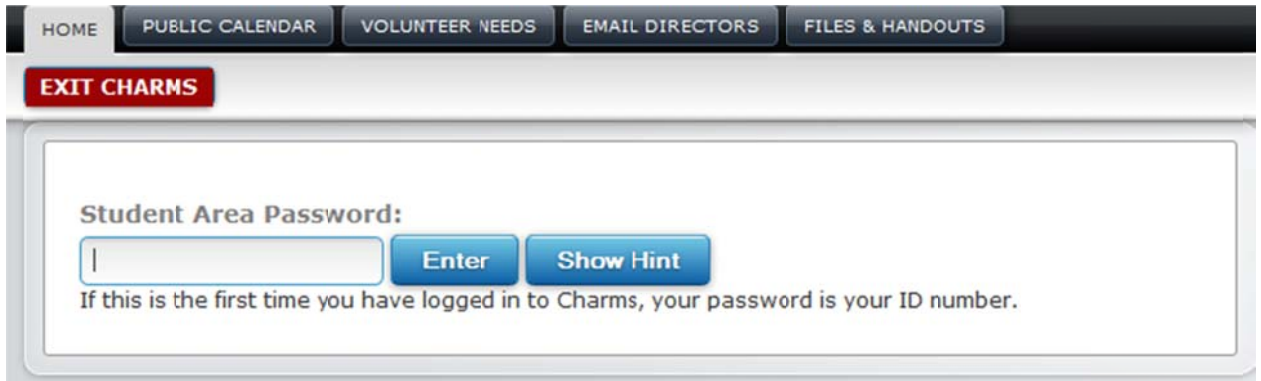


5. In Student Area Password, enter your student's password as follows:

First letter of first name, first 3 letters of last name, graduating year.

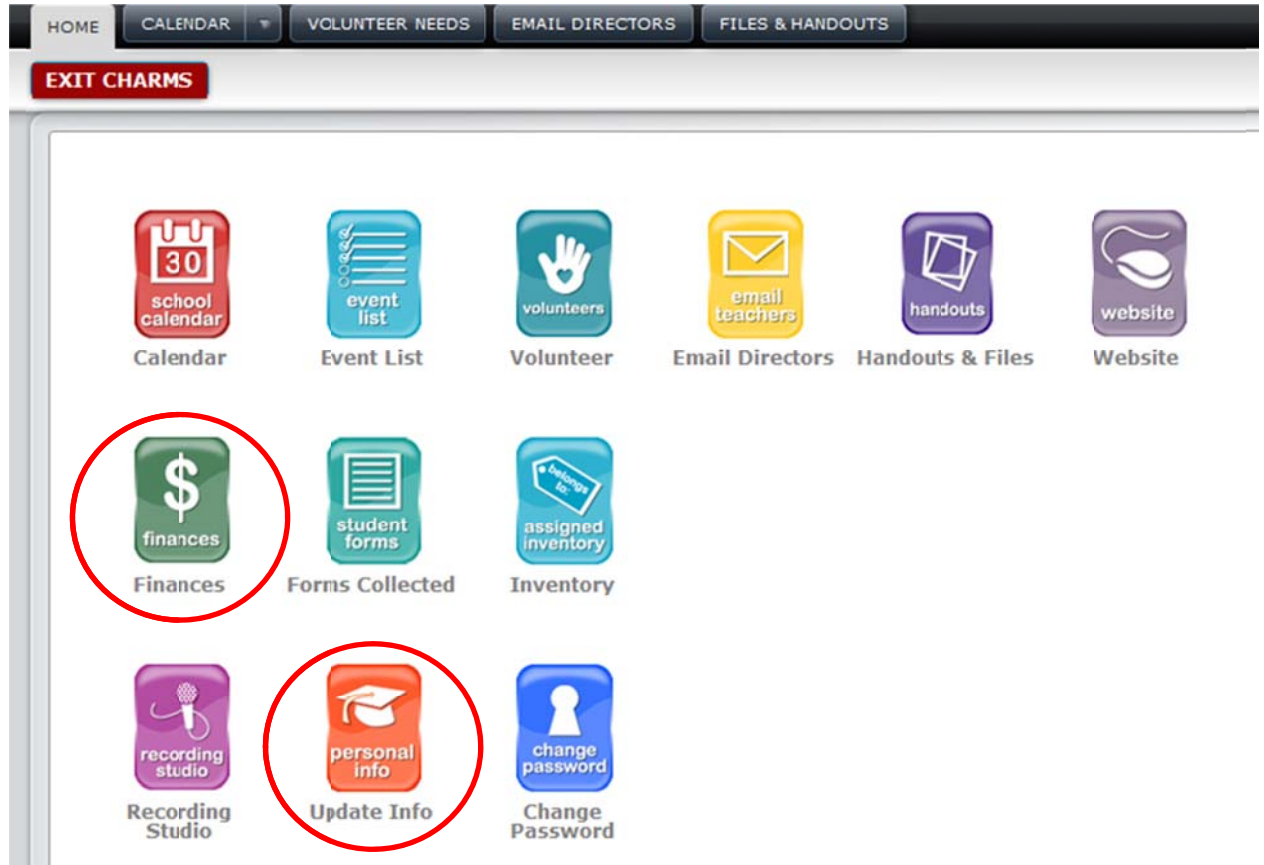
For example, if Joe Smith is graduating in 2012, his password would be jsmi2012

Then Click Enter



6. Click Update Info to enter your student information. **IMPORTANT: PLEASE MAKE SURE WE HAVE YOUR UP-TO-DATE EMAIL ADDRESSES.** All of our communication is done via Charms, so it is very important that we have your latest info updated.

You can also pay fees and trip expenses online. Click on Finances. You do not need a Paypal account to pay online, you can just select the option “no paypal account” once on the paypal web site.



If you have any questions, please email vp@chantillychoral.org