

# Accessing the Parent Portal

Hello parents, welcome to Hubbe! Our parent portal will provide you with online access to your agency, where you can apply, input family data, access documents, and receive information relating to your child's services. To begin your experience with Hubbe, you can download the Parent Hubbe mobile app on your mobile device and, for use on your desktop computer, bookmark the parent portal link shared with you by your preschool administrator or teacher. This link can often be found on your agency's website, as well. If you are having trouble accessing the parent portal, contact your child care provider for assistance.

## Via the Parent Hubbe Mobile App

Use the Parent Hubbe app to easily access your parent portal account from anywhere! The Parent Hubbe app is available for download on Apple and Google Play. Please [click here](#) to access details and instructions for how to download and get started in the Parent Hubbe app.

*Click on a badge to navigate to the appropriate app store:*



## Obtaining the Parent Portal Link

If you are not using the Parent Hubbe app, this section will detail how to access the parent portal from an internet browser.

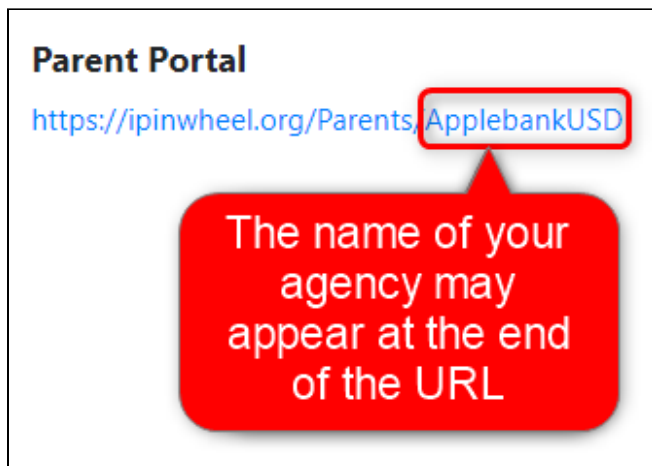
To use the parent portal, here is a checklist of items you will need:

- Access to the internet
- A desktop, laptop, tablet, smartphone, or other device
- A current version of the internet browser Chrome is preferred (*unless using the mobile app*)
- A current and valid email address

To access your agency's parent portal, you must use the parent portal URL link. This is often shared to you by the agency's enrollment team, such as in an email. If you do not believe you have been given the link to the portal, you can contact your child care provider for assistance.

Another way you may find the parent portal link is navigating to your agency's website. The link to the parent portal is often located on the agency website. Note that this is not the case for every agency, so if you do not see the link, you can contact your child care provider for assistance.

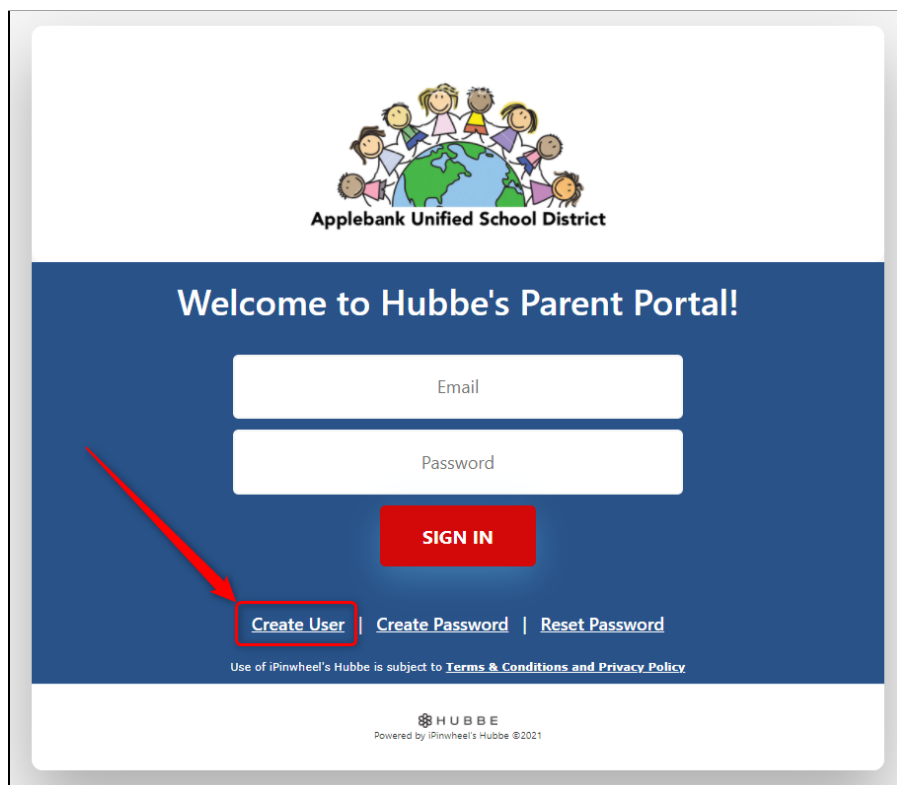
The URL link will appear similar to the link in the image below.



Click on the URL link to navigate to your parent portal login page. We recommend that you bookmark the parent portal login page for easy access in the future. Please refer to the "Creating an Account" section for the next steps.

## Creating an Account

- 1 To create your parent account, click on "Create User" on the parent portal login page.



2

Enter the email address you would like to be associated with the parent portal account. Create a password and then click “Submit.”

Applebank Unified School District

### Create Parent Portal User

Enter an email address for your account

1

2

3

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You have now created an account in your agency’s parent portal. The first page you will see upon logging in will be the Family Application. For details and instructions on how to complete an application, please refer to the instruction sheet titled, “[How to Complete a Family Application.](#)”