



St Francis College

PARENT PORTAL GUIDELINES

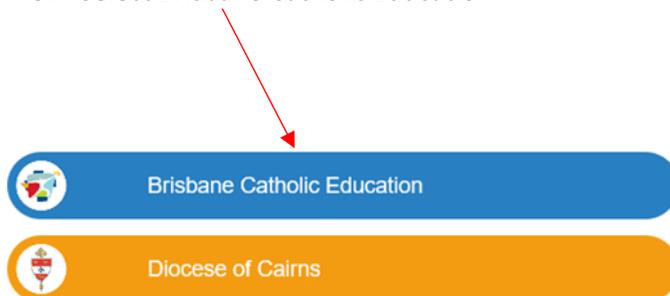
1. Access the [St Francis College](#) website



2. Click on the icon for the parent portal or scroll down to the Parent Portal Tile



3. Select Brisbane Catholic Education





St Francis College

4. Log in with your username, which is the email address you registered with the College. Then enter your chosen password. If your email address has changed contact the office on 3489 4800 to update this.

[Web Disclaimer](#) | [Brisbane Catholic Education](#) | [Privacy Policy](#)

BCE staff and students:
Please enter your BCE username (e.g. jsmith).

Other users:
Please add your full email address as your username (e.g. jsmith@hotmail.com).

Username

Password

By accessing and using the ICT resources provided by Brisbane Catholic Education (BCE), you are agreeing to abide by the [Conditions of Use of ICT Resources statement](#)

5. Set your password by clicking on the icon below.



6. If you forget your password use this icon to re-set it. A pin will be sent to your email to do this.
7. For assistance with passwords contact our College Registrar, Nicole Carter on 3489 4847.

For instructions regarding the use of the BCE Connect App visit the College office or view the website.