

# Updating Family Information with the Family Login

**\*\*Please Note This Functionality Must be Enabled by Your School\*\***

Once logged into OptionC please go to Office > Family Profile.




You may now Update any listed fields.

A screenshot of the "Family Profile" update form in OptionC. The form is titled "Family Profile | Update your family information". It contains several sections for updating information:

- General Information**
  - Family Name:
  - FamilyPhone:
  - Unlisted Phone?:  YES  NO
  - Family Email:
- Home Address (physical)**
  - Street:
  - Street (2nd line):
  - City:

Select **Save** to **Save** Changes.

✉ Mailing Address <span>SAME AS HOME</span>	
Street *	<input type="text" value="129 Jordon Bank Blvd"/>
Street (2nd line)	<input type="text"/>
City *	<input type="text" value="Murfreesboro"/>
State *	<input type="text" value="Tennessee"/>
Postal Code *	<input type="text" value="37201"/>
<div style="border: 1px solid black; padding: 5px; display: inline-block;">Select <b>Save</b> to <b>Save</b> Changes</div>  <input type="button" value="Save Changes"/>	