

# PARENT CEDAR



**CEDAR LINK: [HTTPS://CEDAR.CARDINALNEWMAN.AC.UK/AUTH/PARENT](https://cedar.cardinalnewman.ac.uk/auth/parent)**

1

When setting up a Parent CEDAR for the first time this is the image you will see on Cedar. Click Reset Password and this will take you to the below image.

2

In these boxes input the following:

- **Your Email Address:** This is the Next of Kin email your child provided the College with at application and will be the email you've received emails from the College on
- **Student Reference:** T Number shown on students ID card - e.g T0012345

3

If at any stage in logging in or setting up your Parent CEDAR you see this login page then click Parent Portal. When clicking please ensure that the Username and Password are left blank)

Once all the details match college records you will be sent an email which contains a link. Click the link and set/reset the password. Please note the link is only active for 24 hours.

Future log ins will be completed using the email address and password you have chosen.

## TROUBLESHOOTING

- The email address must be entered exactly as it is stored by college – if you are unsure which email address or want to check it students can view the NOK email address by accessing their Cedar account
- Check the student reference (T number) is entered as shown on the student's ID card
- If you continue to experience any problems accessing Cedar please contact [reception@cardinalnewman.ac.uk](mailto:reception@cardinalnewman.ac.uk) or call 01772 460181 for further advice