

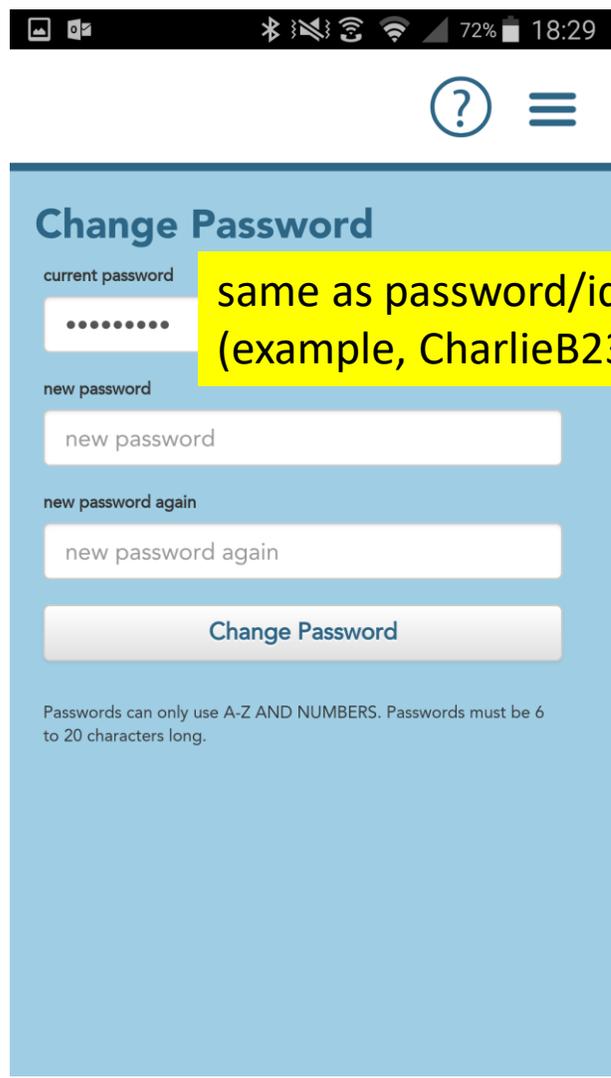
App Login

Password/ID is: Your first name, last initial and year you graduate high school.

- 6th grade: 24
- 7th grade: 23
- 8th grade: 22

Example: CharlieB23

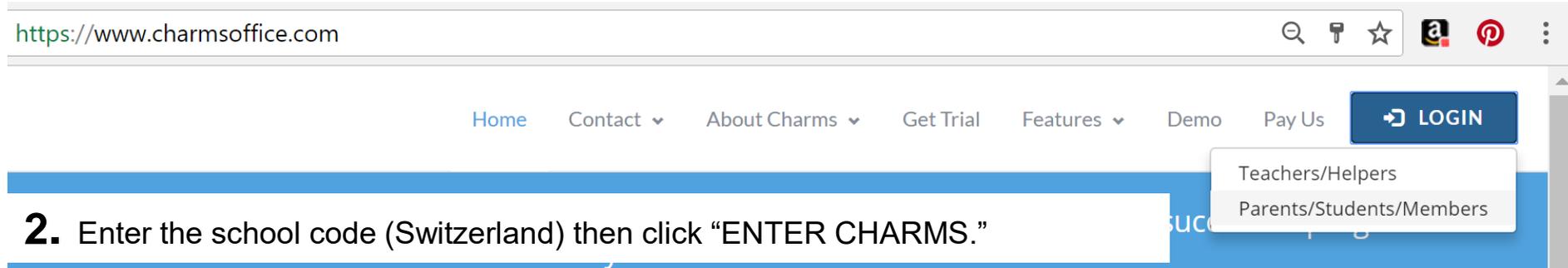
The next screen is going to ask you to change your password to something else.



After you change the password, you will log in with the School Code (Switzerland), and the new password from that point forward.

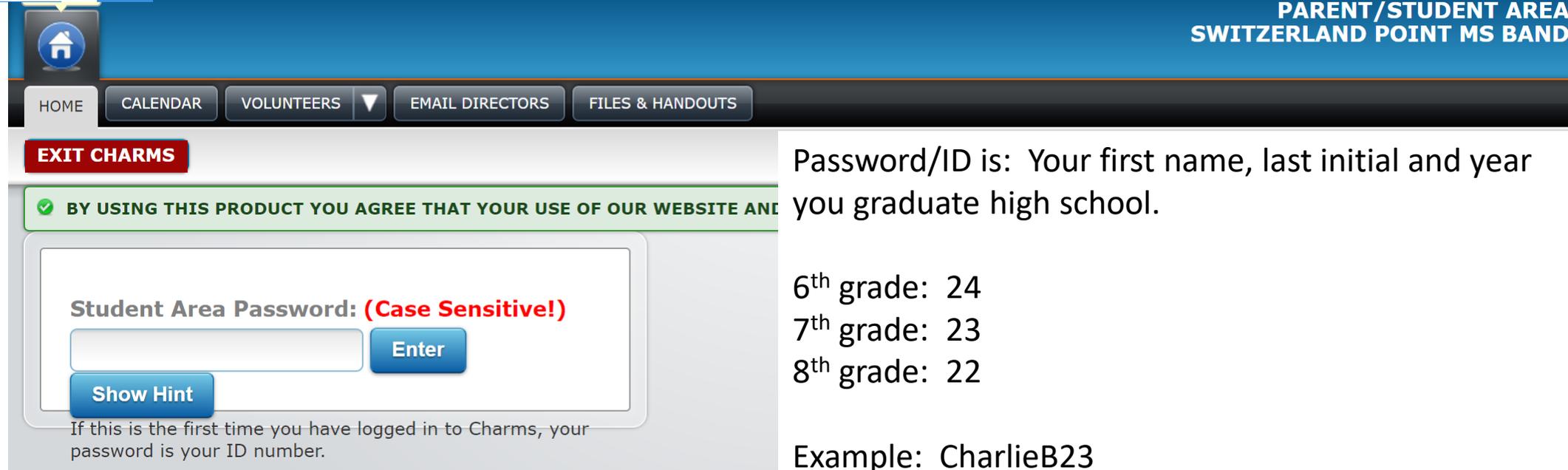
For help, contact parent volunteer: Danielle Carwell, mrscarwell@gmail.com or 904-537-6463

1. Log on to www.charmsoffice.com, and locate “LOG IN” in the upper right corner. Click on Parents/Students/Members.



2. Enter the school code (Switzerland) then click “ENTER CHARMS.”

3. Enter your ID NUMBER (example, CharlieB23) into the **Student Area Password** field. You will be directed to the Change Password screen, to set a personal password different from the ID, for future use.



After you change the password, you will log in with the School Code (Switzerland), and the new password from that point forward.

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