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| Families Creating Accounts in a New State |
| *Before You Start*If a family logs in to their account and is signed into a different institution from what they prefer, they can choose to join another institution. Families may need to associate their account with a new state if they have moved or selected an incorrect institution at the time they created their account. |
| Steps1. Login to your Family account.2. Click on the Family Profile button.3. Click “Join another institution” in the bottom left corner. | Screenshots*(Screen appearance may vary per state)*Graphical user interface, application  Description automatically generated |
| 1. Click the Confirm button.
 | Graphical user interface, application, Word  Description automatically generated |
| 1. Click the blue “Add another profile button.
 | Graphical user interface, text, application  Description automatically generated |
| 1. Select the new state, institution, and county and click Save.
2. Continue with the enrollment process in the new state.
 | Graphical user interface, text, application, email  Description automatically generated |
| Tips1. The family may use the same USPS address when creating an account in a new institution.
2. Families may quickly switch between their institutions by clicking on their name in the upper-right corner and selecting “Change Institution”.
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