

**Dear Parents**

Greetings to you all.

Kindly be informed that the school IT department has created for each student a private email account with username and password.

The private email accounts will be used for receiving school reports and personal messages. The student's email account will be used for all his/her school years so make sure to keep in memory the email address and the password of the account.

For students who are still coming to school, they are going to receive the email address and password in a closed envelope. The rest of students' parents can easily receive the email account envelope through the reception gate starting next Wednesday during working days from 9:00 am to 1:00 pm.

Attached to this letter a PDF file explaining more instructions.

For further information and questions concerning this letter kindly send an e-mail to [it@starsanyschool.com](mailto:it@starsanyschool.com)

Thanks for your support.

**School Principal**

Ireeni Zarif