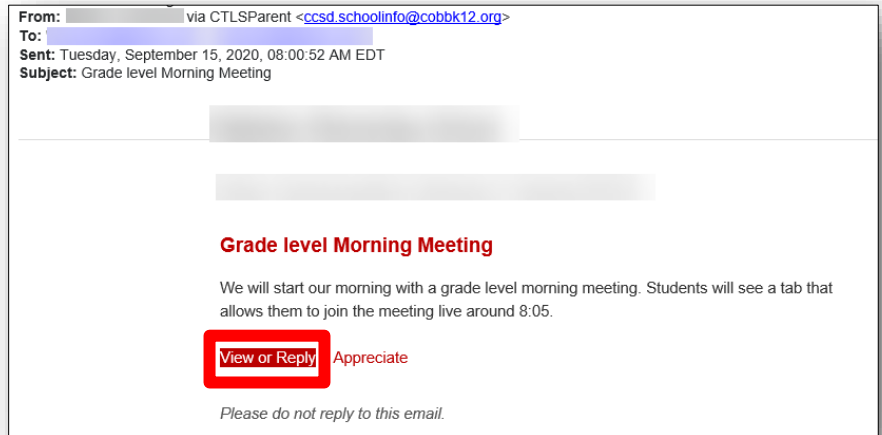


Parent Reply to E-mail Notification from CTLS Parent

When replying to e-mail notifications sent from CTLS Parent, users must reply from the CTLS Parent platform or app. You cannot reply directly to an e-mail. These directions will show how to reply to a CTLS Parent Notification sent to your e-mail.

1. Click the red **View or Reply** button in the e-mail.

Note: If prompted, log in to CTLS Parent with your ParentVUE username and password.



2. **DO NOT** reply to the email directly. Your response will not go to the teacher.

