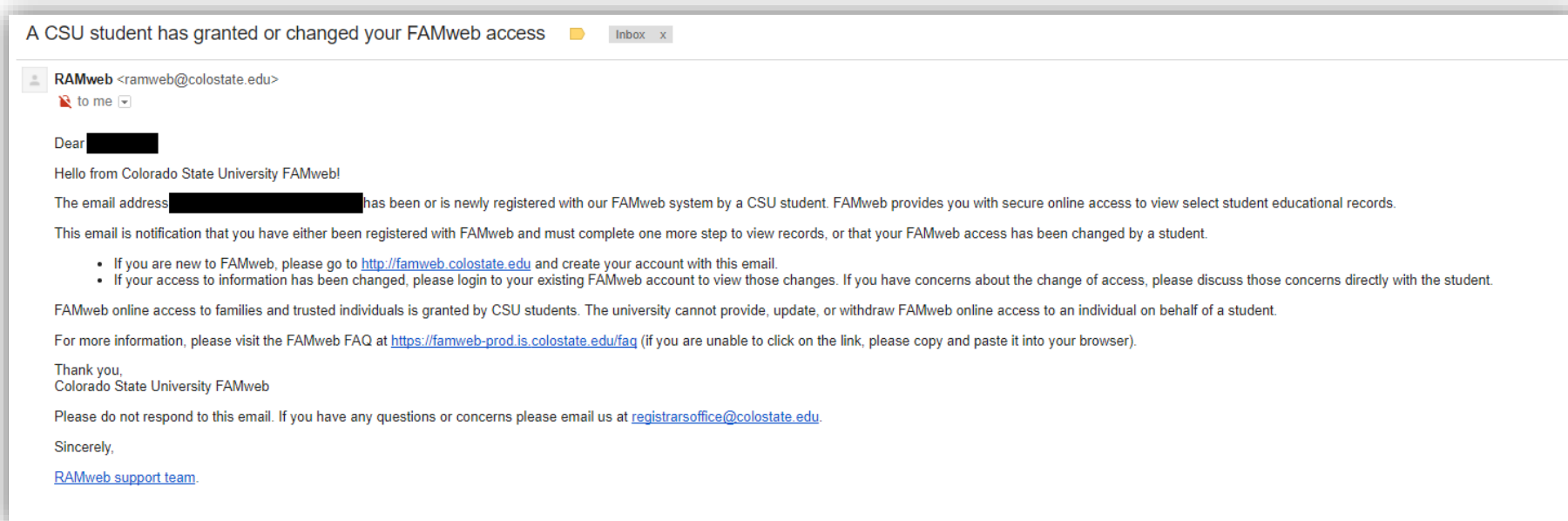# Activating Your FAMweb Account:

1. Students begin the process by granting access to FAMweb through their RAMweb account. Detailed student directions can be found [here](#).
2. After a student grants access to FAMweb, new users will receive an email (see image below) from [RAMweb@colostate.edu](mailto:RAMweb@colostate.edu). If you do not receive an email, please ask your student to double-check their RAMweb account and ensure that your email address was entered correctly and that access has been granted. Receiving the email confirms that the process was successfully completed by the student, and also prompts next steps.



A CSU student has granted or changed your FAMweb access    Inbox   x

RAMweb <ramweb@colostate.edu>
to me

Dear ▮▮▮▮▮▮

Hello from Colorado State University FAMweb!

The email address ▮▮▮▮▮▮▮▮▮▮▮▮▮ has been or is newly registered with our FAMweb system by a CSU student. FAMweb provides you with secure online access to view select student educational records.

This email is notification that you have either been registered with FAMweb and must complete one more step to view records, or that your FAMweb access has been changed by a student.

- If you are new to FAMweb, please go to http://famweb.colostate.edu and create your account with this email.
- If your access to information has been changed, please login to your existing FAMweb account to view those changes. If you have concerns about the change of access, please discuss those concerns directly with the student.

FAMweb online access to families and trusted individuals is granted by CSU students. The university cannot provide, update, or withdraw FAMweb online access to an individual on behalf of a student.

For more information, please visit the FAMweb FAQ at https://famweb-prod.is.colostate.edu/faq (if you are unable to click on the link, please copy and paste it into your browser).

Thank you,
Colorado State University FAMweb

Please do not respond to this email. If you have any questions or concerns please email us at registrarsoffice@colostate.edu.

Sincerely,

RAMweb support team.

3. Follow the link within the email to http://famweb.colostate.edu (see image below) and complete the account creation process.
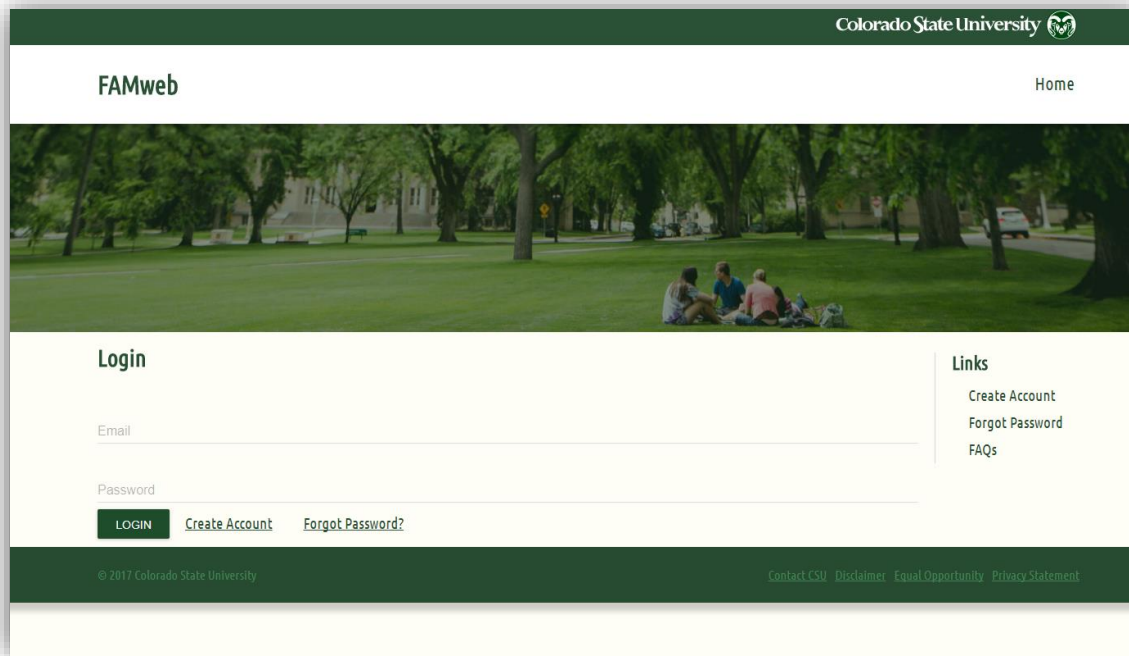


4. On the right side of the page, click "Create Account".
5. On the "Create Account" page, enter in needed information (see image below)– please confirm that the email address entered is the one that your student used to grant access through RAMweb.

6. By clicking "Submit", an email (see image below) will prompt verification of your ownership of this email account. Open the email, click the "Verify Account" link within the email text.
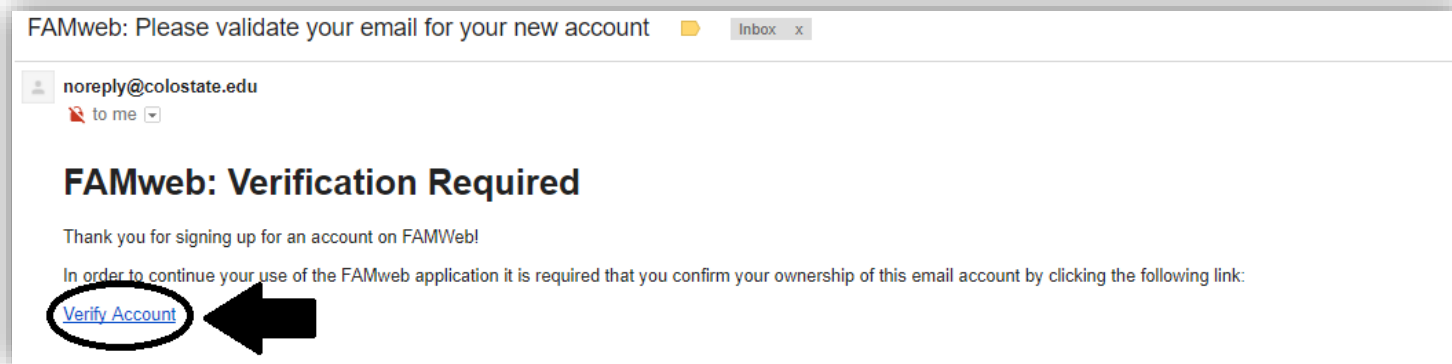


7. Once verification is successful (see image below), return to http://famweb.colostate.edu and log-in on the FAMweb homepage (see second image below), using your email address and newly created password.
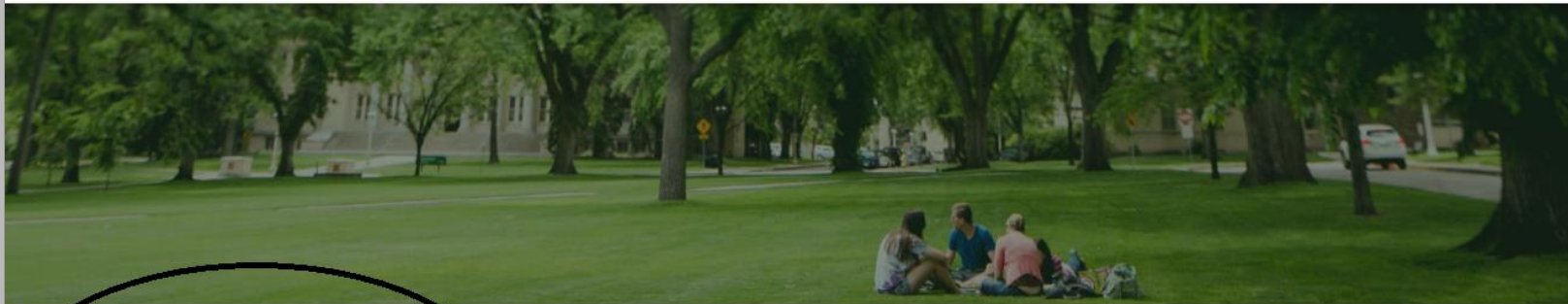
8. Indicate you have read and agree to the FERPA notice (see image below), then click "Submit". For more information on FERPA, please see the Registrar's Office website.



**FERPA**

Logged in as:

In accordance with The Family Educational Rights and Privacy Act (FERPA),

20 U.S.C. 1232g, and implementing regulations, 34 C.F.R. Part 99, section 99.31(a)(1), you are hereby notified that all information obtained through this website is provided by the student upon the condition that you will not disclose the information to any other party, nor permit any other party access to this record, without the prior consent of the student.

(You will be asked to respond to this annually.)

Please check this box to indicate you have read the above notice and agree to it. You must check the box and click submit to continue.

☐ I agree

SUBMIT

If you do not agree click the link below:

I DO NOT AGREE

9. Welcome FAMweb! You have now successfully activated your account! The home screen should include your student's name and items your student chose to share with you (see example image below). If you do not see an item you were expecting to have access to, please contact your student and ask them to check their RAMweb account to ensure the appropriate permissions were granted. Remember, your student can choose to change permissions at any time – if you notice a change in the future, connect with your student for clarification.