

How to access Parent Information Charms Account

Austin Angels Dance Team

The Charms Office Assistant website is where the Angels Dance Team manages payments for team related clothing, travel, camp and the end of season banquet. It is a view-only site; payments must be made with cash or checks (made out to AHS) submitted to the dance directors. This site is a great way to see your invoice along with upcoming payments.

Items not paid to AHS are not on the Charms account. They will need payment via check, made out to the specific company(s) that offers: yard signs, event DVD and tailgate meals.

Here is how to access your dancer's account:

- Log on to www.charmsoffice.com
- Scroll over ENTER
- Click on Parents/Students/Members from the drop-down menu
- Log on to your dancer's program account under Parents/Students/Members
- Use the school code sent to you via email & handout
- On the next page, enter your password or her student i.d. number (no zeroes preceding number)
- Click on Finances to view your invoice
- Return to/click on Home and click on Personal Info to: change password or update your information (helps directors)
- To leave the site, Click on Exit Charms