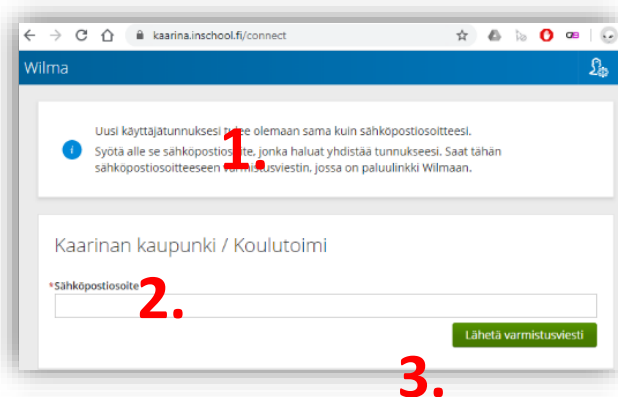


# Kaarina Wilma: How to create an account and add a role

The guardian's Wilma account with all the relevant information is created with strong authentication. For that, you need either a bank ID or a mobile ID. The Wilma account is personal, so each guardian must create his or her own account. Note! Use a computer to create the account, the account cannot be created through a mobile application.



1. Go to the Internet address provided below in order to start the process:

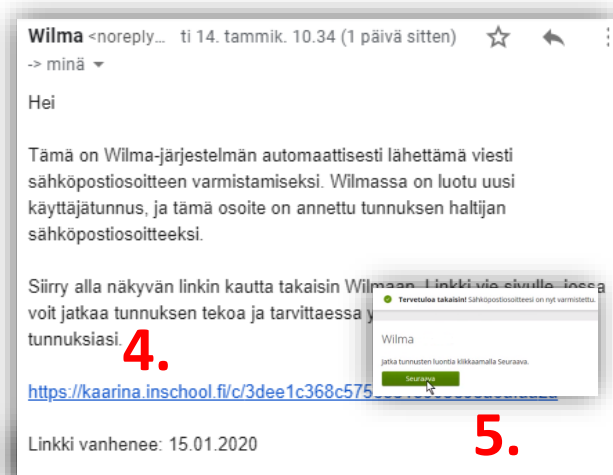
<https://kaarina.inschool.fi/connect>

2. Fill in your email address (this will become your Wilma username).

3. Click **Send verification message** (Lähetä varmistusviesti).

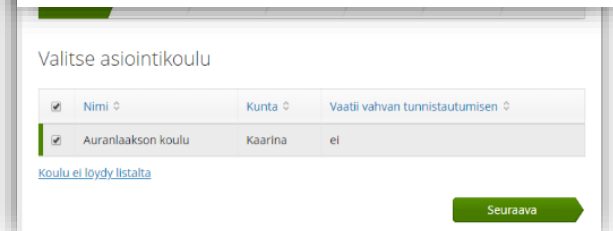
4. Log in to your email and click on the link the Wilma system has sent you.

5. Tap **Next** (Seuraava) on the page that opens up.



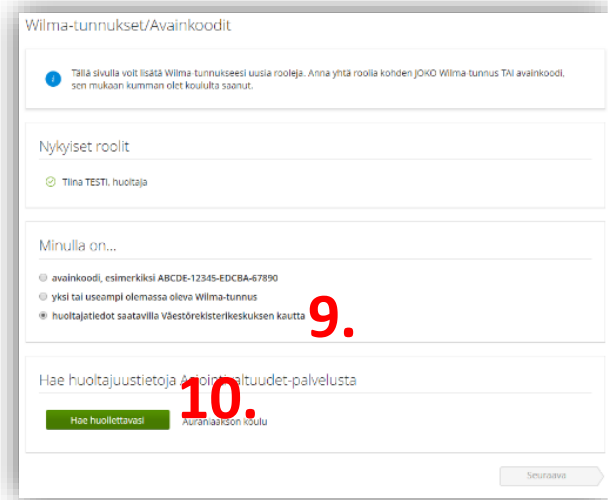
Select from the list the school that your child attends.

6. Tap **Next** (Seuraava).



7. Select **Identification** (Siirry tunnistautumiseen).

8. Select your preferred identification (for example bank ID) and follow the instructions.



9. Select “guardian information available through the Population Register Center”.

10. Click **Your dependant** (Hae huollettavasi).



11. Select your child by clicking on the child’s name. The status changes into **Chosen (Valittu)**.

12. Then click **Confirm and continue** (Vahvista ja jatka asiointipalveluun)

13. After that you will be redirected to Wilma and receive a confirmation on adding information successfully. Select **Next** (Seuraava).



14. Finally, check your information, create a password for Wilma and confirm it, please follow the required criteria for creating a password. Then click **Create account** (Luo tunnus).

15. Log in to Wilma with your username and password <https://kaarina.inschool.fi>

