Welcome to Helios

If you do not have a district email, you can still access the Helios system.

To access Helios with a link, click on the link and follow the instructions below.
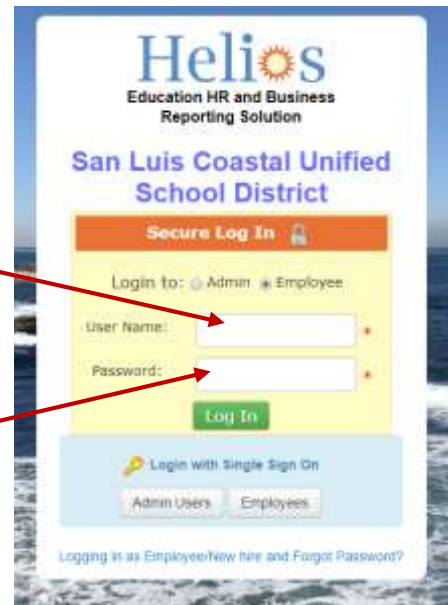
To access Helios _without_ a link, follow the instructions below.

You can find a Helios login link on the right side menu of the Human Resources page on the District website.

1. **Go to https:gethelios.com/sanluiscoastalusd**

2. **This will take you to the sign in screen.**

Your user name is your 6 digit ID number within the Helios system. It is not the same as your SLCUSD ID number. You can contact your site administrator or Human Resources to obtain the number.

Your default password is your birthday without / marks. For example, mmddyyyy. You can change your password once you log into the system.

3. This will take you to the Employee Portal.

Here you can review your Personal Data, Credentials, Education (certificated), eDocuments and eSign Documents at this time.

eDocuments is where you will find your Personnel File and employment records.

eSign Documents is where you will find forms to complete or ones that you have completed electronically in Helios.