Updating a GEM Login and Password

This refers to logins for the Federal Grant Reimbursement System, ESSER, EANS, ARP and CRF.

If you do not have access to the outgoing staff member’s login, email support@gemschoolsoftware.com with your name, email address, district name and the name of the staff member that you are replacing.

If you are an outgoing staff member or have the login and password of the outgoing staff member, go to https://www.4pcamaine.org/ and select Federal Grant Reimbursement System.

Click ACCOUNT on the blue menu bar at the top of the page.

A small window will appear. Here you can change the Account Name and Account Email. Check the box next to Change Login/Password and click Post Update.

*Be sure to write down the new login and password before logging out.

New logins will be the beginning of your email address and passwords are computer generated.