



State of Arizona  
Department of Education  
Office of Diane M. Douglas  
Superintendent of Public Instruction

**HNS# 13-2017**

MEMORANDUM

**To:** Health and Nutrition Sponsors Participating in the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program and Summer Food Service Program

**From:** Melissa Conner, Associate Superintendent  
Arizona Department of Education, Health & Nutrition Services Division

**Date:** June 28, 2017

**RE:** Transition of Common Logon Access to the Child Nutrition Programs  
CNPWeb to ADEConnect

*Original Signed*

The purpose of this memorandum is to provide information on the transition of access to CNPWeb from Common Logon to ADEConnect.

Access to CNPWeb through Common Logon will no longer be available as of August 1<sup>st</sup>, 2017.

Beginning June 28, 2017, the CNPWeb application will be available in ADEConnect. All CNPWeb users **must** have CNPWeb set up in ADEConnect by their Sponsor's Entity Administrator in order to access the application.

To locate your Entity Admin, simply log in to ADEConnect via [www.azed.gov](http://www.azed.gov) and click on 'Find Entity Administrator' in the top right hand corner.



If you do not have an Entity Administrator assigned, please e-mail Health & Nutrition at [healthandnutrition@azed.gov](mailto:healthandnutrition@azed.gov).

If you have any questions, please contact your assigned specialist, or Health and Nutrition Services at 602-542-8700 and ask to speak to the Specialist of the Day.

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