[District Name]
[Date]

Dear [recipient],
As we continue to look for ways to provide secure tools to our parents and guardians, we wanted to let you know about a change that will be coming to LINQ Connect. Starting [date], we will be requiring multi-factor authentication (MFA) for all LINQ Connect users.

Multi-factor authentication is a very common practice that will require you to use a secondary code before users can log into their account. Because we prioritize student data security, we are making this mandatory.

Should you choose not to complete set up for MFA you will not be able to continue using LINQ Connect.

If you have any questions, please contact [contact name] at [phone number].
Thank you for your cooperation in keeping our data secure!
Sincerely,
[sender]