

INSTRUCTIONS ON HOW TO ACCESS THE INFINITE CAMPUS PARENT PORTAL

How it Works

To use the Campus Portal, you need a computer with Internet access. Your account will remain active while your child remains within the district.

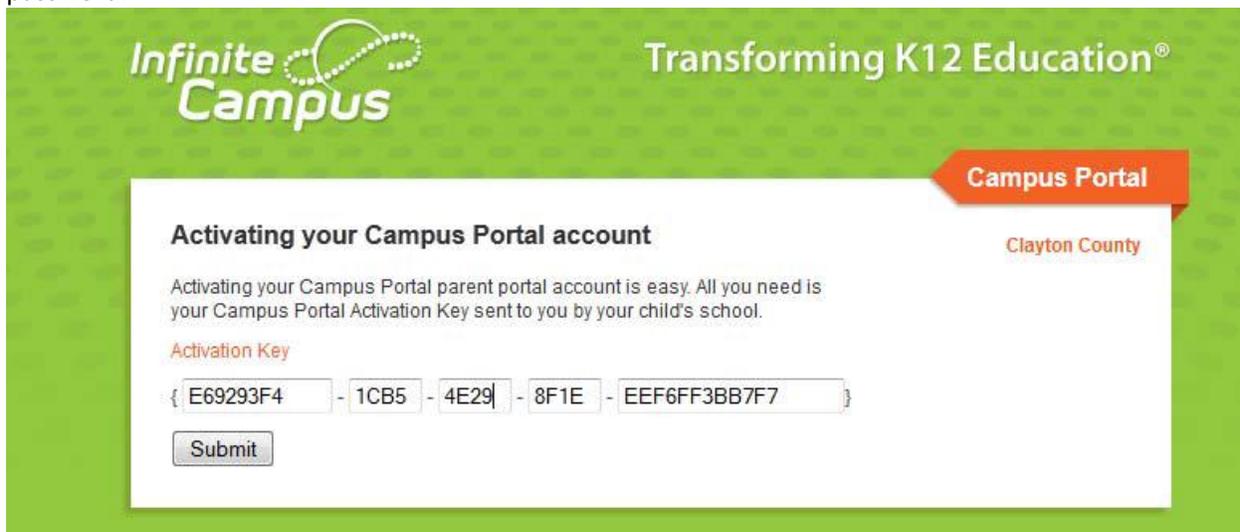
Access to the Campus Portal

1. Instructions for acquiring your user name and login are provided on the CCPS web site. <http://www.clayton.k12.ga.us/>.
 - ❖ Select – Infinite Campus for Parents
 - ❖ Select – Click here in step #3 as the **Activation Key** has been provided to you.

The **Activation Screen** will display. Here is where you will enter the **Activation Key**.

Each parent in the household will have a **different** activation key.

The **Activation Key** is only needed the first time you access the portal to create your username and password.



The screenshot shows the 'Activating your Campus Portal account' screen. At the top left is the 'Infinite Campus' logo, and at the top right is the tagline 'Transforming K12 Education®'. Below the logo is a white box containing the activation form. The form has a title 'Activating your Campus Portal account' and a sub-header 'Clayton County'. The main text reads: 'Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal Activation Key sent to you by your child's school.' Below this is a label 'Activation Key' and a text input field containing the key: '{ E69293F4 - 1CB5 - 4E29 - 8F1E - EEF6FF3BB7F7 }'. A 'Submit' button is located below the input field.

2. Click the **Submit** button. The activation key will be verified, and when approved will display a screen to create the **User Name** and **Password**
3. Enter a **User Name**. You must use an alphanumeric (letters and numbers) user name. Please do not use an all numeric username because it may conflict with the student usernames once this feature is activated.
4. Enter a **Password**. Again, it is best to use an alphanumeric password.
5. Enter the password a second time in the **Verify Password** field.
6. Click the Create Account button. This will create the username and password. The username and password will be verified, and upon approval the portal account will be created.

Subsequent Portal Access

After the activation key is used to create a portal account, use the user name and password that you created for subsequent access.

Mobile App Access

The Infinite Campus app can be downloaded for free from the Apple App Store, Google Play Store or the Amazon AppStore for up-to-date information on the go.

Download the App

Download the Infinite Campus Mobile Portal application from any of the following app stores:



Once the app is downloaded, you must use the District ID: **JPRQQH** and your **USERNAME** and **PASSWORD** to access your account.

Password Reset

Once you have contacted the school to have your password reset, you will receive a temporary password. Access the portal via the website, www.clayton.k12.ga.us. Infinite Campus for Parents. Input your username and the temporary password to access the account.

Change Password

Click Account Management

Create a new password

Verify new password

Current password is the temporary password

Save changes