

STEPS TO CREATING YOUR PARENT PORTAL ACCOUNT

1. Go to www.InfiniteCampus.com
2. Click on Login and search for Adrian Public Schools in Michigan.



District Name
Adrian Public Schools

State
Michigan

Search

3. Click on Parent/Student icon.

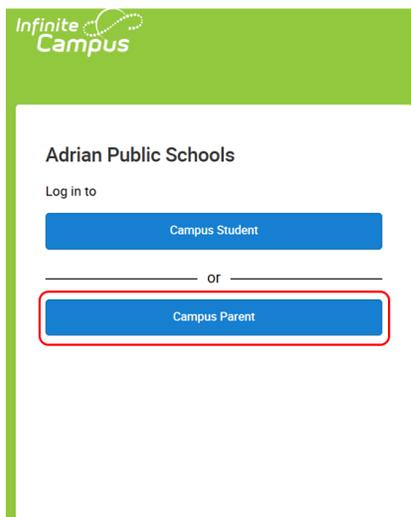
Search Results

1 Results

Adrian Public Schools MI

Logins: [Parent/Student](#) [Staff](#)

4. Click on Campus Parent.



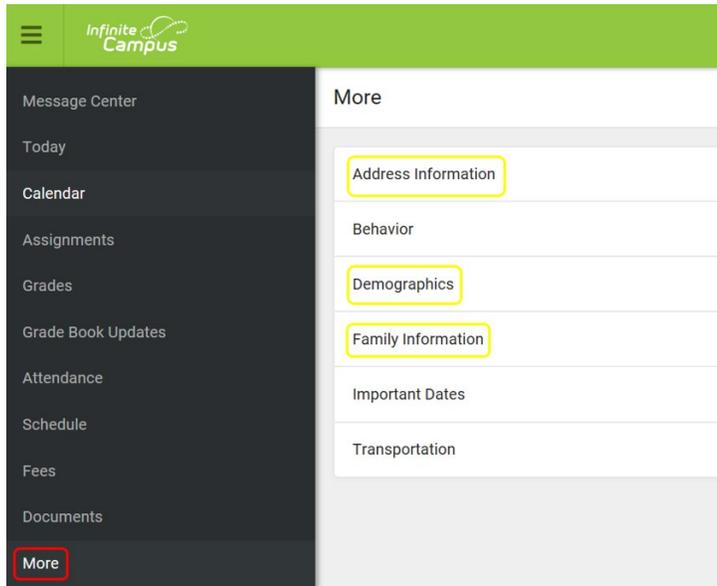
5. First time on the Infinite Campus Site? Click New User.

6. Enter your 36-digit Activation Key provided to you in the Infinite Campus Welcome Letter.

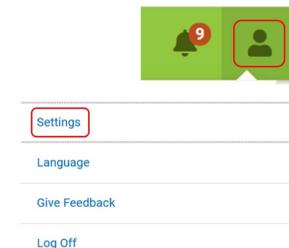
7. Create your Username and Password. Click Submit. Be sure to write this information down and keep it in a safe place.

VERIFY HOUSEHOLD INFORMATION AND UPDATE SETTINGS

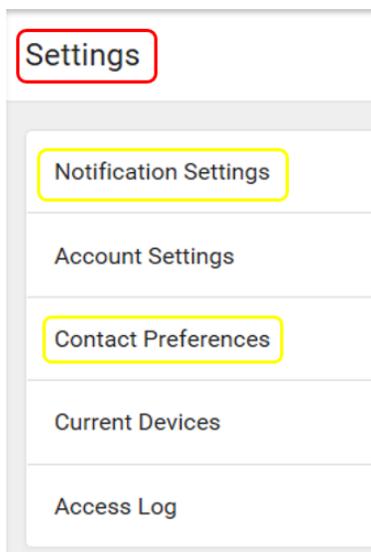
1. Go to **More** at the bottom of the page and click on the **Address Information**, **Demographics** and **Family Information** tabs. Verify the correct information is entered for your household.



2. Go to **Settings**.



3. Click on **Notification Settings** and **Contact Preferences**. Update each, if applicable.



4. **Notification Settings.** Choose what you want to be notified about by checking or unchecking the box. Notifications will automatically be deleted after 30 days.

Notification Settings

Select notifications to receive. Notifications are deleted after 30 days.

Assignment is scored

All scores

Grade is updated

All grades

Attendance is updated

Responsive course is scheduled

Document requires eSignature

5. Update your **Contact Preferences.**
- Update phone numbers and email addresses.
 - Update **Message Preferences** for Phone and Email. You can decide if you want to be notified by voice or text or both for each message type.

Contact Preferences

Cell Phone
() - - - X _____

Work Phone
() - - - X _____

Other Phone
() - - - X _____

Email Address
user@example.com

Secondary Email Address
user@example.com

Preferred Language
Your district may send some communications in languages other than English. If you prefer to be contacted in a different language, please specify your preferred language.

Message Preferences
For each notification type, select how you prefer to receive messages by checking Voice, Text (SMS), or Email.
If the Text (SMS) option is enabled, message and data rates may apply. Charges are dependent on your service plan, which may include fees from your carrier to send and receive text messages. To opt out, uncheck the Text (SMS) box at any time.

Phone Email

	VOICE	TEXT (SMS)
Priority	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attendance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
General	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Behavior Messenger	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Emergency	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If you have any questions or concerns, please contact your school office for assistance.