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.



3. Click on Parent/Student icon.



4. Click on Campus Parent.

Infinite Campus
Adrian Public Schools
Campus Student
or
Campus Parent

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

LMTC Single Size On (SSO)	0	
ENTC single sign-on (550)		
or	There are no district announcements.	
Parent Username		
Password		
Log In		
Help		
Log in to Campus Student		
or		

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

finite (Campus	
New User?	
Activate your Car you by your distri	npus Parent account by entering the activation key sent to ct.
If you do not have one.	e an activation key, please contact your district to obtain
Activation Key *	
	Submit
	Back to Login

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

nfinite Campus	
Create Campus Parent Account Welcome Jacob	
Password *	0
Password Strength	0%
Submit	
Back to Login	

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.

Message Center	More
Today	
Calendar	Address Information
Assignments	Behavior
Grades	Demographics
Grade Book Updates	Family Information
Attendance	Important Dates
Schedule	Transportation
Fees	
Documents	
More	

2. Go to Settings.

Settings	
Language	
Give Feedback	
Log Off	

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

Settings
Notification Settings
Account Settings
Contact Preferences
Current Devices
Access Log

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
Occument requires eSignature
Save

- 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.

ell Phone			
()x			
Vork Phone			
()X			
ther Phone ()X			
mail Address			
user@example.com			
econdary Email Address			
user@example.com			
C 1			
referred Language four district may send some communications in language referred language.	i other than English. If you pref	fer to be contacted in a	different language, please specify you
Interret Language our district may send some communications in language efferted language.	i other than English. If you prei messages by checking Voice, a may apply. Charges are depe . Text (SMS) box at any time.	fer to be contacted in a fer to be contacted in a Text (SMS), or Email. endent on your service p	different language, please specify you
Interret Language our district may send some communications in language efferted language efferted language estemate the send of the sen	i other than English. If you pref messages by checking Voice, a may apply. Charges are depe - Text (SMS) box at any time.	fer to be contacted in a Text (SMS), or Email. endent on your service p	different language, please specify you lan, which may include fees from you
Terferred Language our district may send some communications in language efferred language.	i other than English. If you pref messages by checking Voice, a may apply. Charges are dep Text (SMS) box at any time.	fer to be contacted in a Text (SMS), or Email. endent on your service p	different language, please specify you lan, which may include fees from you TEXT (SMS)
Internet Language our district may send some communications in language efferted language.	i other than English. If you pref messages by checking Voice, a may apply. Charges are dep Text (SMS) box at any time.	fer to be contacted in a Text (SMS), or Email. endent on your service p	different language, please specify you lan, which may include fees from you TEXT (SMS)
Teferred Language our district may send some communications in language efferted language.	i other than English. If you pref messages by checking Voice, a may apply. Charges are dep Text (SMS) box at any time.	fer to be contacted in a Text (SMS), or Email. endent on your service p voice voice	different language, please specify you lan, which may include fees from you TEXT (SMS)
Terferred Language ference Language ference Language ference Language ferences or each notification type, select how you prefer to receive the Text (SMS) option is enabled, message and data rars a send and receive text messages. To opt out, uncheck th Phone Email Priority Attendance General Behavior Messenger	i other than English. If you pref messages by checking Voice, a may apply. Charges are dep Text (SMS) box at any time.	fer to be contacted in a Text (SMS), or Email. endent on your service p voice voice voice voice voice voice	different language, please specify you lan, which may include fees from you TEXT (SMS)

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