



As a school district, we value partnerships with our families and open communication regarding student progress. Infinite Campus Parent Portal is a tool for parents and students to remain up-to-date regarding their students' daily progress, as well as where we publish report cards, progress reports, and parent surveys. First time users to Parent Portal are required to establish a user identification which includes both alpha and numeric characters. Below is information regarding how to obtain an account activation code, as well as reset accounts, if needed.

Activating a Parent Portal Account

Please send an email to portal@paulding.k12.ga.us and the following information. A copy of parent picture id must also be included in the email.

- Parent Name
- Parent Physical Address
- Parent Email Address
- Student First Name
- Student Last Name
- Student's Date of Birth
- Student(s) Physical Address
- Name of School Student Attends

Parent Portal APP

Once your account is activated, parents can access the Parent Portal through the Infinite Campus app on their mobile device. The Infinite Campus app is included as part of the Paulding County School District app package that can be downloaded here: [Paulding County School District App](#)

Instructions to Create a Campus Portal Account

1. Go to www.paulding.k12.ga.us. Right under the picture gallery, you will find the Infinite Campus icon. It states Parent Portal/Student Grades under the icon.



2. Click Campus Parent

A screenshot of the Paulding County login page. The page is titled "Paulding County" and has a "Log in to" section. There are two blue buttons: "Campus Student" and "Campus Parent" (circled in yellow). An "or" separator is between the buttons. At the bottom, there is a copyright notice: "©2003-2020 Infinite Campus, Inc. www.infinitecampus.com".

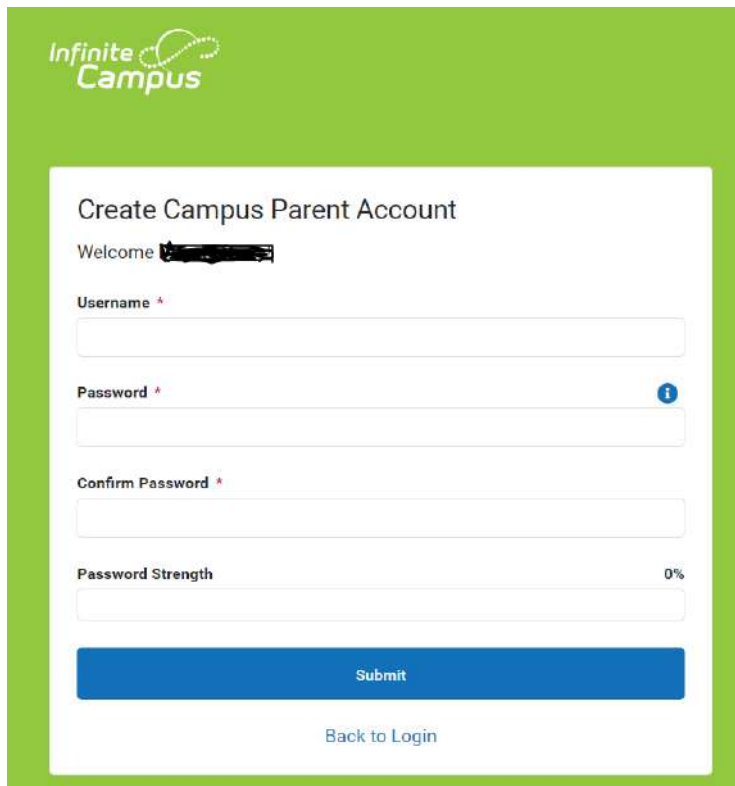
3. Click New User?

A screenshot of the Paulding County login page. The page is titled "Paulding County" and has a "Parent Username" field, a "Password" field, and a "Log In" button. Below the "Log In" button is a "Help" link and a "Log in to Campus Student" link. An "or" separator is below the "Log in to Campus Student" link, and a "New User?" button (circled in yellow) is at the bottom.

4. Enter the activation code that you were given by school or Central Registration Office. Click Submit.

A screenshot of the Paulding County "New User?" page. The page is titled "New User?" and has a text area that says "Activate your Campus Portal account by entering the activation key sent to you by your district." Below this is another text area that says "If you do not have an activation key, please contact your district to obtain one." There is an "Activation Key *" field (circled in yellow) and a "Submit" button (circled in yellow). At the bottom, there is a "Back to Login" link.

- You will now create your username and password. If username is already in use, a message will pop up informing you of this. Passwords must be 6 characters or longer. If the password isn't strong enough, you will be directed to create a stronger password. There are no requirements for any combination of characters, such as capital letters, numbers, or symbols. Click Submit.



The screenshot shows the 'Create Campus Parent Account' form on the Infinite Campus website. The form is set against a green background with the Infinite Campus logo in the top left. The form title is 'Create Campus Parent Account'. Below the title, it says 'Welcome [redacted]'. The form contains four input fields: 'Username *', 'Password *' (with a blue information icon), 'Confirm Password *', and 'Password Strength' (with a '0%' indicator). A blue 'Submit' button is at the bottom of the form, and a 'Back to Login' link is centered below it.

- Once your account is successfully created, the following message will appear. You can now log in to view your students' grades, attendance, and more helpful information. You can also download the Infinite Campus Mobile Portal app from the App store or Google Play. ****NOTE: You must create the Campus Portal Account using an internet browser before using the Infinite Campus Mobile Portal app.****

