

# Parent Infinite Campus Account Set Up

**Account set up must be done on a laptop or desktop computer.** Only legal parent/guardian in IC should create account. After the account is created it can be accessed on the phone.

1) Copy and paste the web address below to set your account up. This address is specific to Newton County Schools and cannot be found by Googling Infinite Campus or using a link from another school district.

<https://campus.newton.k12.ga.us/campus/portal/parents/newton.jsp>



simple || powerful

Campus Parent

## Newton County Schools

Parent Username

Password

Log In

[Forgot Password?](#) [Forgot Username?](#) [Help](#)

[Log in to Campus Student](#)

or

[New User?](#)

## Announcements



**1. NOTE TO PARENTS: TO CREATE YOUR PARENT PORTAL ACCOUNT** please click [HERE](#) and enter the appropriate student information. You will then see your 32-digit Activation Key. Copy and paste this number into the " [Activation Link](#)". Please contact your child's school if you are unable to create or access your account. Watch a 3 minute How To: [video](#).

**2. NOTE TO STUDENTS:** It is recommended that you log in to Student Portal via [My LaunchPad](#) <https://launchpad.classlink.com/newtonga> However, if you want to continue to log on here, please use the same username and password that you use to log into a school computer. If you use the mobile app, you will also need to log into the app with the same username and password that you use to log into a school computer.

2) Enter your student's social security number and birthdate, as shown below. If you have multiple students, you only need to enter one of them. All your students will be visible in your Infinite Campus account after it is set up.

The screenshot shows the 'Parent Portal Activation' form on the Infinite Campus website. The form is set against a green background with the Infinite Campus logo in the top left. A red 'Campus Portal' badge is in the top right. The form fields are: 'Student First Name' (text input), 'Student Last Name' (text input), 'Grade Level (in 2023)' (dropdown menu with 'PK' selected), 'Student Number' (text input), 'Last 4 Digits of Student SSN' (text input), and 'Student Birthdate' (calendar icon). A blue 'Submit' button is at the bottom.

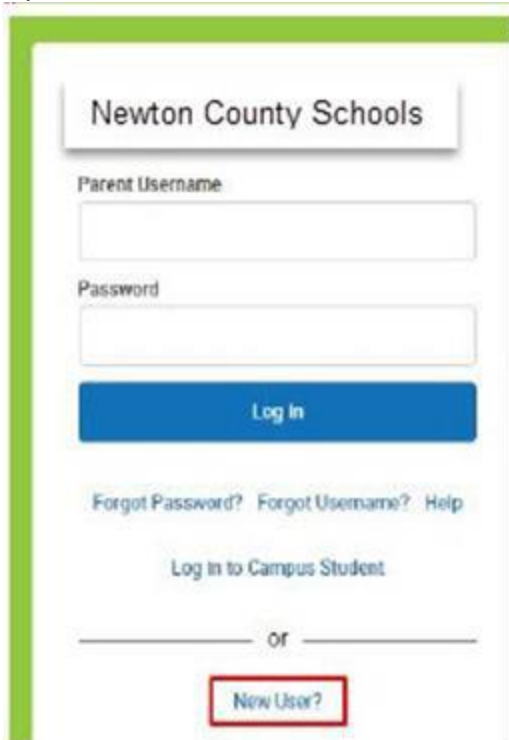
3) On the following screen, confirm your parent name and write down or "copy" the GUID number that you'll see, as indicated in the example below. You will need this number in step 6. Then click "Manually Enter Activation Key"

The screenshot shows the confirmation screen for the Parent Portal Activation. It features the Infinite Campus logo and 'Parent Portal Activation' title. A red 'Campus Portal' badge is in the top right. The main content is a table with two columns: 'Name' and 'Username/Activation Key'. In the 'Name' column, there is a box containing 'V' and 'T' stacked vertically, with an arrow pointing to it and the text 'Parent name will appear here.' In the 'Username/Activation Key' column, there is a 'GUID:' label followed by a long, empty text input field. An arrow points to this field with the text: 'You will see here a long series of letters, numbers and dashes. This is your GUID number, also known as the Activation Key. You will need it for use in step 6 so write it down exactly as it appears or use the "copy" function on your computer.' Below this text is a button labeled 'Manually Enter Activation Key'.

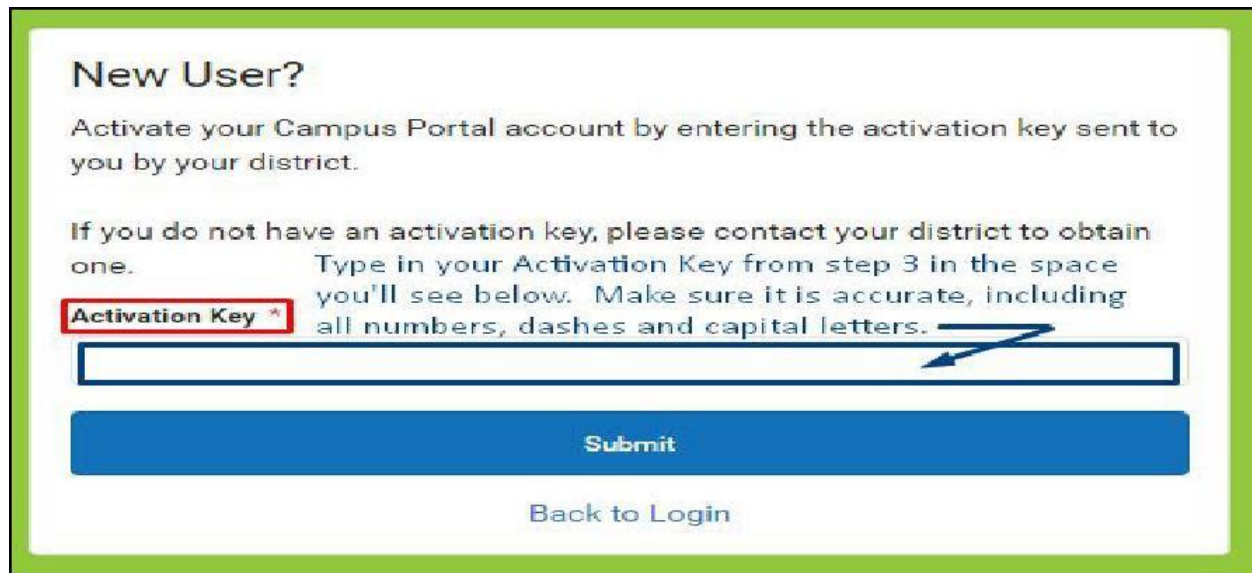
4) Now you will be on the NCSS Infinite Campus login screen. Choose "Campus Parent," as shown below.



5) On the next screen, choose "New User," as shown below.



6) On the following screen, type in the number that you copied or wrote down from **step 3** above. You will need to include all letters, numbers and dashes. The letters should all be capitalized. Click “Submit” to move to the next screen.



**New User?**

Activate your Campus Portal account by entering the activation key sent to you by your district.

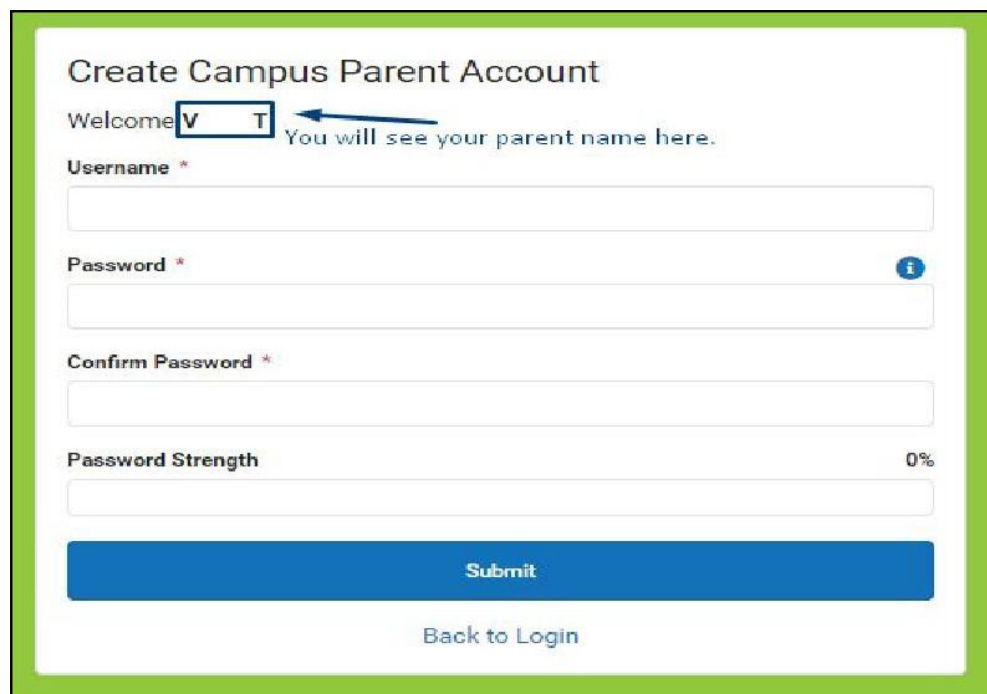
If you do not have an activation key, please contact your district to obtain one. Type in your Activation Key from step 3 in the space you'll see below. Make sure it is accurate, including all numbers, dashes and capital letters.

**Activation Key \***

**Submit**

[Back to Login](#)

7) On the following screen, choose a username and password for yourself and write it down for safe keeping. Be sure to click “Submit” to save it.



**Create Campus Parent Account**

Welcome  You will see your parent name here.

**Username \***

**Password \*** [i](#)

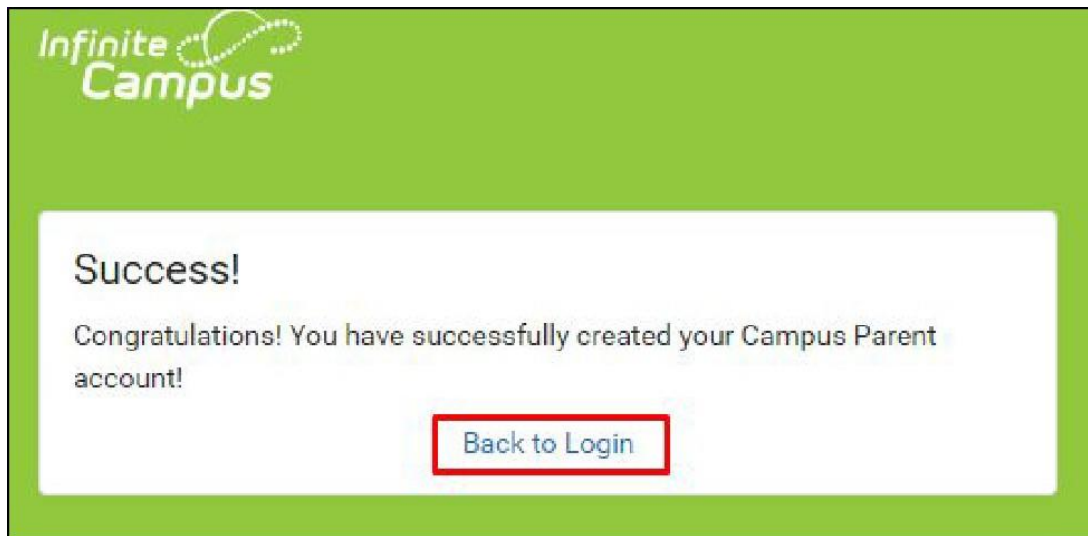
**Confirm Password \***

**Password Strength** 0%

**Submit**

[Back to Login](#)

8)The screen below will confirm your account creation. Click “Back to Login” to use your new Username and Password to log in. You will be taken to the link for logging in, NOT the same one in step 1.



9)Log in to Infinite Campus and set up your security email. Please use the email address you used to register with NCSS.

A screenshot of the 'Set Email' form in Infinite Campus. The form has a green header with the title 'Set Email'. Below the header, a red message states: 'You are required to set an account security email. Please enter the email address that can be used for security purposes. An email will be sent to verify the change.' The form contains three input fields: 'New Account Security Email' (with a red border), 'Confirm New Account Security Email' (with a red border), and 'Enter Campus Password'. Below these fields are two buttons: 'Log Off' and 'Save' (with a blue border). A blue arrow points to the 'Save' button with the text 'Click "Save" when you have entered all the information on this page'.

Congratulations! This completes your account set up and you should have access to your student’s schedule, grades, family contact information, and much more!