

# Infinite Campus Parent Portal Sign-Up

## What you'll need before registering:

1. Child's Student ID Number (Found on report cards and most official school documents)
2. Last four digits of Social Security Number
3. Birthdate

All instructions can be found on this site: <https://www.atlantapublicschools.us/Page/48412>

## Step 1: Visit <https://tinyurl.com/parentportalact>

- a. Fill in your child's information to retrieve the activation key

## Step 2: Navigate to <https://ic.apsk12.org/campus/portal/parents/atlanta.jsp>

- a. Select "New User" to open the Campus Portal Activation Key option.
- b. Another screen will display >> New User.
- c. Enter the Activation Key assigned to you. Once the Activation Key has been used to create an account, it cannot be used again.
- d. Click the Submit button. The Activation Key will be verified, and when approved, a screen will prompt the user to create a username and password.

## Step 3: Create a Username and Password

- a. Enter a Username. Use an alphanumeric (both letters and numbers) username.
- b. Enter a Password. Use an alphanumeric password. Passwords should be at least 6 characters long. I
- c. Re-enter the password in the Verify Password field.
- d. Click the Create Account button.

**Contact the school, 404-802-8200 if you have any questions. Please leave a message and someone will return your call.**