

INFINITE CAMPUS PORTAL ACTIVATION REQUEST

This form along with a Photo ID must be presented prior to activation of your Infinite Campus Portal account.

ALL FIELDS must be completed in their entirety before access to the parent portal will be activated.

I, _____, am requesting access to my child(ren's) student information on the Mercer County Schools Infinite Campus Parent Portal site. I have read the District's "Infinite Campus Parent Portal Acceptable Use & Safety Policy" and agree to abide by and support the expectations. I understand, in the interest of security, the District reserves the right to change user passwords or deny access at anytime. By signing this agreement, I, as parent/guardian, release the Mercer County School District from any and all liability for damages arising out of unauthorized access to my parent/guardian account. I agree that I will not share my password or allow anyone other than myself to use the account, including my own child(ren).

I understand that three (3) unsuccessful logins will disable my account. If my account becomes locked, I will contact the district's Department of Pupil Personnel and answer any questions to verify my identity. In the sole discretion of the District, the account may be unlocked, but I understand that it may take up to 3-5 school days to have my account unlocked.

Please initial verifying the items listed below:

_____ I have been given a copy of and read the AUP "Infinite Campus Parent Portal Acceptable Use & Safety Policy" and agree to abide by and support the expectations.

_____ If at any point data that does not pertain to me (or my child) should appear on my portal, I will immediately notify the school.

_____ I have verified that the household information is correct.

Parent Name: Last:		First:	MI:
Street Address:			
City:	State:	Zip:	
Phone: Home	Phone: Work	Phone: Cell	
Email Address:			
STUDENT(S):			
Student's Name	Student's School	Student's Grade	
1) _____	1) _____	1) _____	
2) _____	2) _____	2) _____	
3) _____	3) _____	3) _____	
4) _____	4) _____	4) _____	

- Use back of page if need additional space to add children

Signature _____ Date _____