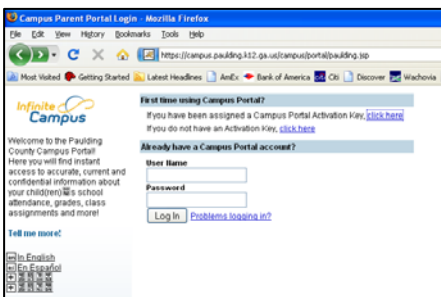


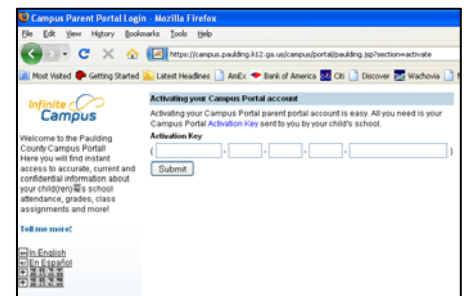
Before receiving an Activation Code to access Parent Portal, please read the [Acceptable Use Agreement for viewing Student Information](#), print and complete the [Parent Portal Account Activation Request](#). Parents may visit any one of their children's schools to receive your Activation Code. Once you have received your Activation Code, please follow the directions below.

Creating an ID

1. Open your web browser and enter this link: <https://campus.paulding.k12.ga.us/campus/portal/paulding.jsp> or click the link on our home page (www.paulding.k12.ga.us).



2. Click the link that says **If you have been assigned a Campus Portal Activation Key, [click here](#)**.



3. Enter your activation key and click **Submit**.

Please note:

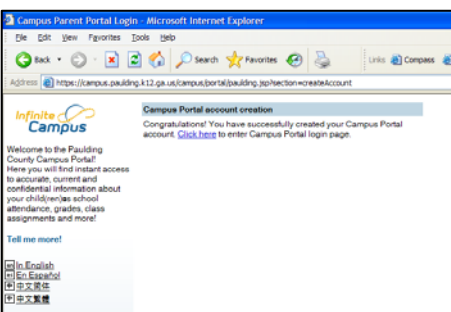
If you receive a message that says the number is wrong, please enter the activation key again.

If you get a message that says the activation key you entered has already been used to create a Campus Portal account, consult our website for instructions. (www.paulding.k12.ga.us)

If you forget your username and password, please consult our website for instructions. (www.paulding.k12.ga.us)

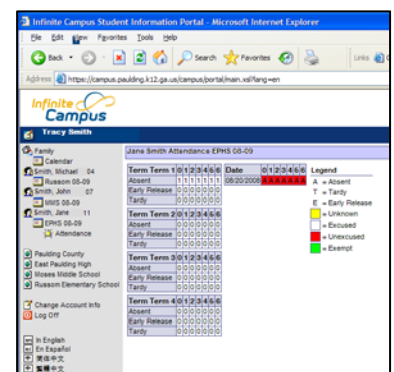
Once you have entered your activation key, a screen will appear allowing you to create your login name and password. **Please be sure you see your name at the top of the screen before you proceed.**

4. Enter the username and password you want to use. Your username must be at least 6 characters in length, and your password must be at least 5 characters.



After you have created your username and password, you will see a screen indicating that you have successfully created your ID.

5. Click the link to return to the login screen.
6. Enter your user name and password to login. You will see a list of students for whom you have access



rights.

7. Click a link in the navigation pane on the left to view information.
8. **Please be sure to click *Log Off* in the navigation pane when you have finished working in Parent Portal.**

[Click here for Infinite Campus Supported Platforms](#)