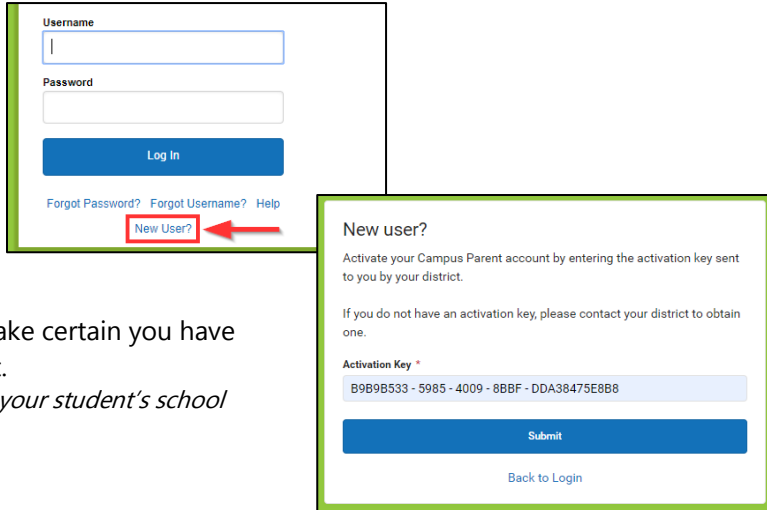# Campus Parent Set Up

You will need your unique, one time use Campus Portal Activation Key (GUID) and a computer, tablet, or smartphone with internet access. *Please note that you must use a web browser like Safari, Chrome, or Internet Explorer for the initial setup. After creating your account, you can download and log into the Campus Parent mobile app.*
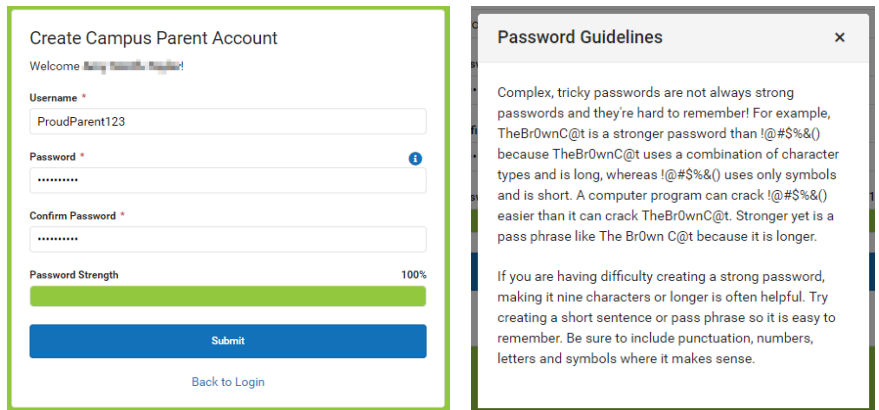
1 Navigate to Campus Parent by clicking the link on the Park Hill School District webpage at www.parkhill.k12.mo.us -> Parent Resources -> Campus Parent.

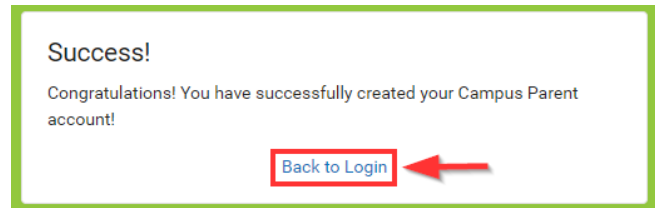**2** Click the **New User?** link at the bottom of the screen.

3 Type your GUID/Activation Key into the boxes. Double check to make certain you have typed it correctly, then click submit. *If you do not have your GUID, contact your student's school office.*

4 Choose a unique username and password, then click **Submit**. To view the password guidelines, click the ⓘ icon.

5 Click the link to return to the Login page.

6 Log in with your new username and password.

7 You will be prompted to enter a recovery account email. This will allow you to retrieve your password if you forget it. Enter your email and Parent Portal password, then click **Save**.