

OPTIONAL
Cumberland County School District
Infinite Campus Parent Portal
Acceptable Use Policy/Login Application



(If you have an account from last year, PLEASE do not fill out this form.)

The Cumberland County School District offers a Parent Portal for parents and students. The portal is a web-based program that allows users to view unofficial student demographic information, attendance, grades, and schedules of student(s) enrolled in one of Cumberland County's schools for the current year. Users of the portal can access the information anywhere, anytime if the user has internet access and an update-to-date browser such as Microsoft Internet Explorer or Mozilla Firefox.

A parent, legal guardian, or student has the right to access information in the portal. Account information will be provided to parents upon request. **The account will remain active as long as the user has a student enrolled in the school district or the district deactivates the account due to a breach in the acceptable use policy.** In order to receive credentials for this account, you must read, accept, and sign the Acceptable Use Policy. The use of the Parent Portal is a privilege, and every user is expected to adhere to the policy and the following guidelines:

- Read, accept, and sign the Infinite Campus Parent Portal Acceptable Use Policy.
- Login instructions to access the portal will be provided to each parent upon request. Once requested, please allow at least five days for the account to be setup and activated. A driver's license MAY be required to receive login instructions and credentials.
- Remember all data on the Infinite Campus Parent Portal is unofficial.
- Grades and attendance information is updated by the teacher. Please be aware that posting times will vary between teachers for assignments and grades. Teachers will post grade information to Infinite Campus within 10 school days of administering a summative assessment. Student grades may change due to retaking of assessments over the course of a nine week period.
- Users will not share their login information with others.
- Users will not set their browsers to save their password for the portal.
- Users will not attempt to access another person's account or information owned by another student, parent, or guardian.
- Users will not attempt to alter data of their own child(ren), of another user, school or district network or the Internet.
- Users of the portal will not use the portal for illegal activities
- If users identify a security issue within Infinite Campus, you agree to immediately notify the Central Office by calling 270-864-3377.
- Users who are identified as a security risk will be denied access to the Parent Portal.
- Users will log off of each portal session and will not leave the account logged into while away from the computer.
- Upon request, account credentials will be provided to the guardians of each student enrolled in the school system.

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DO NOT COMPLETE THIS FORM IF YOU ALREADY HAVE A PORTAL ACCOUNT

I agree to the guidelines of the Infinite Campus Portal and will adhere to them. I understand that the opportunity to access the Portal is a privilege and access can be denied or revoked based on inappropriate use of the portal.

Printed PARENT Name: _____

Parent Signature

Date

I anticipate having access or educational rights to the following students enrolled in the Cumberland County School District.

Student Legal Name	Grade	School	Relationship to Student

A GUID code will be sent to you at the email address indicated below. This GUID code will allow you to setup your Parent Portal account which will be used to update your mailing address, email address, phone number, and annual student registration, etc. When creating the account please select a username such as **(firstname.lastname)**. The password needs to be at least eight characters long using a combination of upper and lowercase characters and numbers.

Email address _____ (Parent Email Address)

This section is completed by staff at Cumberland County Schools.

Date Account Requested _____ ID Checked _____

Date Parent Account Created: _____

Login Credentials Sent to Parent: YES NO

Access Denied: _____ Reason for Denial: _____