

Campus Parent Portal - Create An Account

1. Ensure the parent/guardian does not have an existing account by checking the **Person Identifiers** box in the **Demographic** tab, look next to **Portal Username**:

DOE , JANE
DOB: 05/05/1997 Gender: F

ID History Person Documents McKinney Vento DCPP Schedule Payments Impact

Demographics Identities Households Relationships Enrollments District Employment

Save Delete Person Summary Report Demographics Data

Person Identifiers

Local Student Number Generate Number

Student State ID

Local Staff Number

Staff State ID

Person GUID

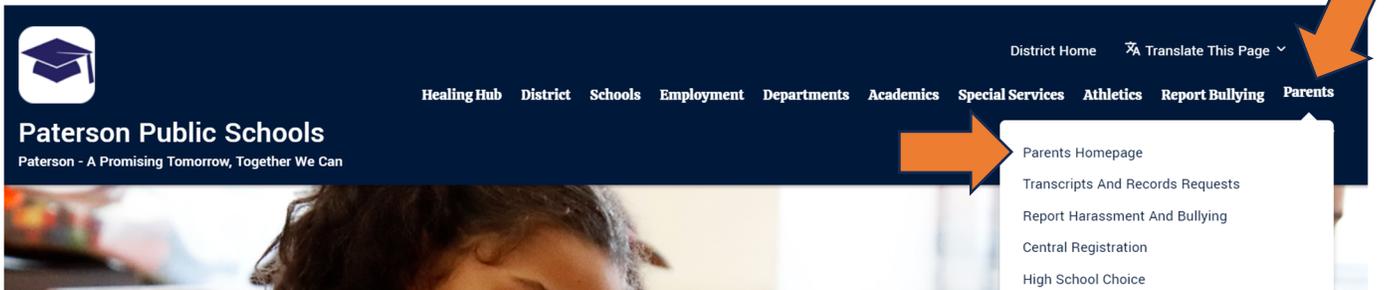
Portal Username No Active Portal Account

2. If there is **'No Active Portal Account'** you may copy the **Person GUID** otherwise known as the **Activation Key** and paste it into the **Activation Key** box when prompted in Step 7 and 8.
If the parent/guardian has an active portal account, they will enter their information when prompted in Step 6.

Person GUID

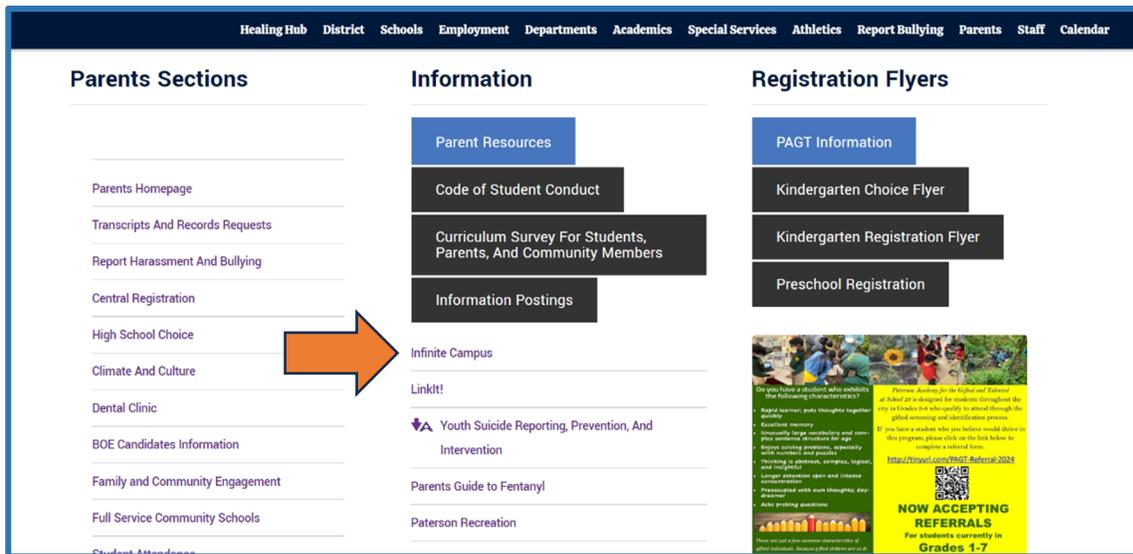
Portal Username No Active Portal Account

3. Go to the **Paterson Public School** webpage at www.paterson.k12.nj.us , hover over the **Parents** tab, click on **Parent Homepage**:

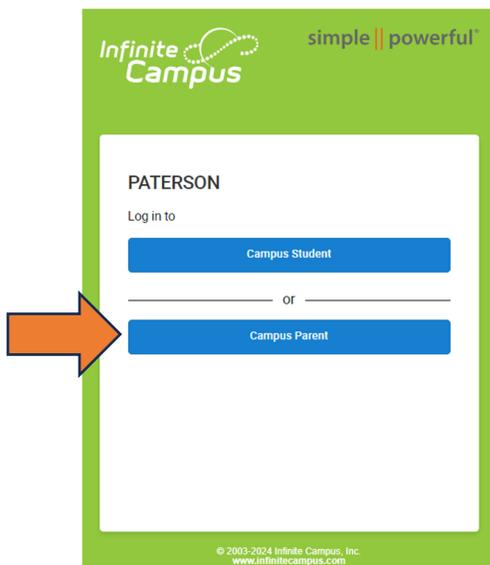


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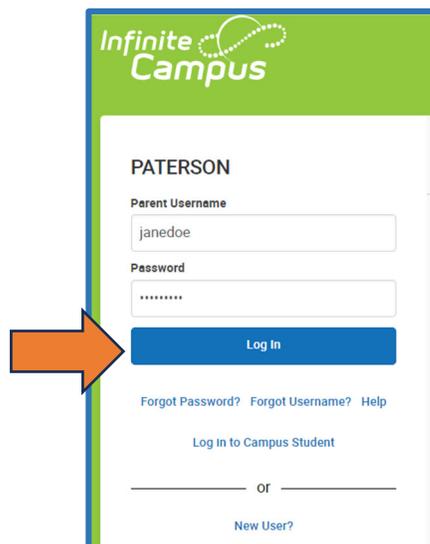
4. Click on **Infinite Campus**



5. Click on **Campus Parent**



6. If the parent/guardian has their account credentials (username and password), enter the information into the appropriate boxes and click **Log In** as shown below:



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7. If the parent/guardian does not have a username and password, you may create one by clicking on **New User**

PATERSON

Parent Username

Password

Log In

[Forgot Password?](#) [Forgot Username?](#) [Help](#)

[Log in to Campus Student](#)

OR

[New User?](#)

8. You will then enter the **Person GUID/Activation Key** as previously shown in Step 2 and click **Submit**

New User?

Activate your Campus Portal account by entering the activation key sent to you by your school.

If you do not have an activation key, please contact your school to obtain one.

***Reminder-** As of 9/2021, if you registered your child through Central Registration a username was created for you (firstname_lastname). Contact your school if you need further assistance.

Activation Key *

1E39FB58 - 768C - 494B - 8DD2 - 04475FF3C7BF

Submit

[Back to Login](#)

9. Enter the parent/guardian username using the naming convention `firstname_lastname`, enter the password of your choosing, click **Submit**

Create Campus Parent Account

Welcome JANE DOE!

Username *

jane_doe

Password *

Confirm Password *

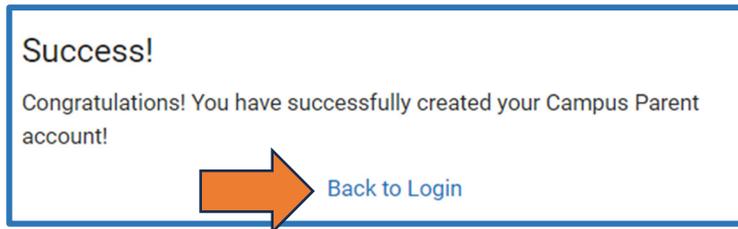
Password Strength 100%

Submit

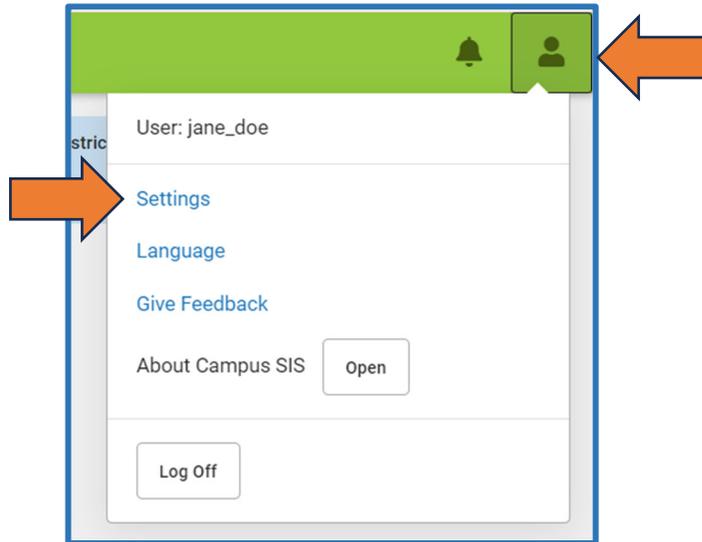
[Back to Login](#)

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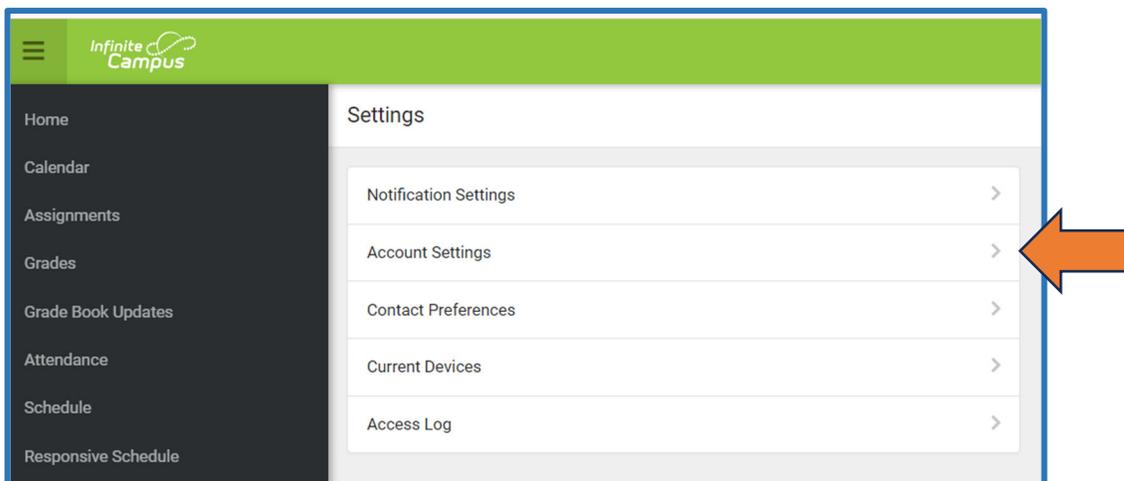
10. You will receive the following message, once you have completed the steps above. Click on **Back to Login** and follow the steps noted in Step 6 to access your account.



11. Once the parent/guardian logs into their account, they should go to person icon  and click on **Settings**



12. Click on **Account Settings**



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13. Enter their email address and account password and click **Save**

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Add Email

Please enter the email address that can be used for security purposes. An email will be sent to verify the change.

New Account Security Email *

Confirm New Account Security Email *

Enter Campus Password *



Save

Completing these steps will allow the parent/guardian the ability to reset their password on their own moving forward.