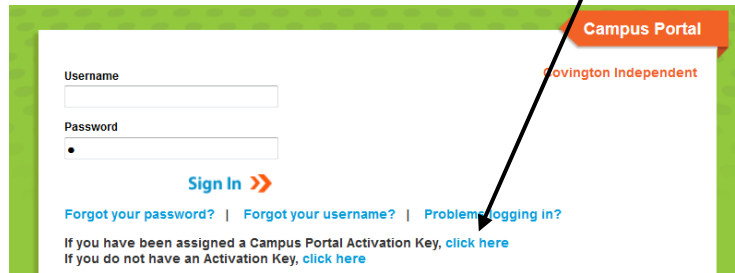


Student Name: \_\_\_\_\_ School: \_\_\_\_\_

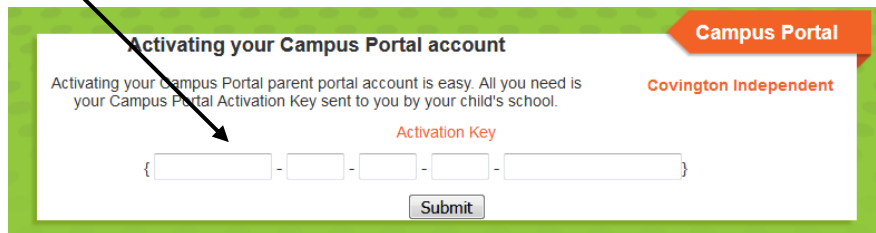
Legal Guardian Name: \_\_\_\_\_

## Creating Your Infinite Campus Portal Account

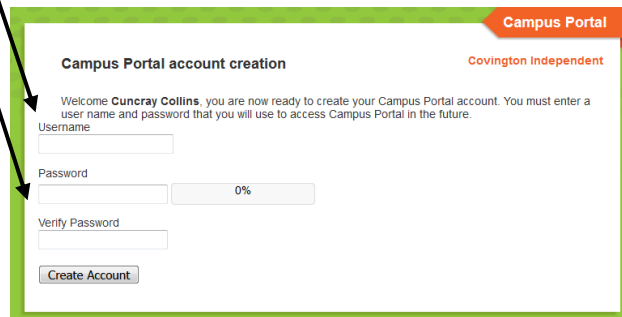
1. Go to: [www.covington.kyschools.us](http://www.covington.kyschools.us) under Parents go to Parent Portal/Infinite Campus Login
2. Scroll down the page and click **To activate your account using your activation key** [click here](#) or go to: <https://covingtonky.infinitecampus.org/campus/portal/covington.jsp>
3. If you have been assigned a Campus Portal Activation Key, [click here](#)



4. **Enter your 32 digit activation key here:** Available from your student's school office.



5. **Enter your username.** Please use the firstname.lastname naming convention. Example: thomas.smith. If the username is already in use, you can add your middle initial after your first name or place a number at the end of your last name. Examples: thomas.e.smith or thomas.smith1.
6. **Enter your password and verify.** **Password Requirements:** At least 8 characters, Case sensitive, Must contain letters and numbers or special characters. Passwords should not contain any parts of your name or username.



My IC Portal Username is: \_\_\_\_\_

My IC Portal Password is: \_\_\_\_\_

**Please do not share this account with your child!**