

Infinite Campus Parent Portal Access Information

To create a **User Name** and **Password** for the Infinite Campus Portal, please follow the steps below:

1. Go to <https://hawaii.infinitecampus.org/campus/portal/hawaii.jsp>
2. Enter your Unique Campus Portal Activation Key below and click submit:

to obtain your unique key, please [use the link here](#)
3. After clicking on **Submit**, you will be asked to create a **User Name** and **Password**. Please write these down and keep in a secure place.
4. Select a User Name and Password.
 - a. Enter a **User Name**. Use an alphanumeric (both letters and numbers) user name.
 - b. Enter a **Password**. Use an alphanumeric (both letters and numbers) password. Passwords should be at least 6 characters long. If system preferences have been set to require a strong password, it must meet three of the four qualifications:
 - i. A lower case letter (a, j, r, etc.)
 - ii. An upper case letter (A, J, R, etc.)
 - iii. A number (3, 7, 1, etc.)
 - iv. A symbol (@, %, &, etc.)
5. Re-enter the Password in the **Verify Password** field.
6. Click the **Create Account** button.
7. Sign in using your new **User Name** and **Password**.
8. You will be prompted with: "You are required to set an account security email."
 - a. Enter a **New Account Security Email**.
 - b. **Confirm New Account Security Email** by re-entering it
 - c. **Enter Password** you created in step 4a
 - d. Click **Save**
9. **SAVE**.

After creating a User Name and Password, in addition to using a web browser, the portal can also be accessed via mobile app for any Apple iOS or Android device. Search for "Infinite Campus Mobile Portal" to download to your mobile device. Once you have downloaded and opened the mobile app, type in Hawaii in the District Name and select Hawaii in the Select a State drop down and click Search. Click on Hawaii Department of Education and then type in the username and password you just created and click Log In.

If you have any questions regarding the Infinite Campus Portal, please contact us at 808-727-3500.