

Waukegan Public School District #60

Campus Portal Acceptable Use Policy

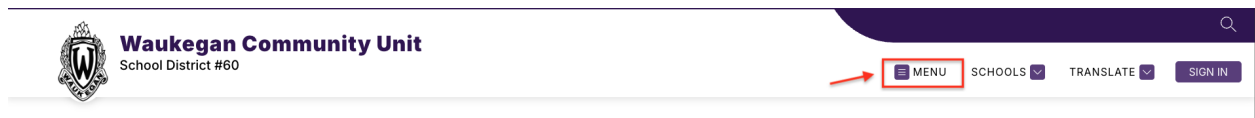
The Waukegan Public School District #60 has developed the Campus Portal. This is a useful, up-to-date information system that allows our Waukegan School Community to focus on our student learning. The Parent Portal allows parents to view their own child's school records. The Portal is available to every parent or guardian of students enrolled in the Waukegan Public School District #60. For the privilege of accessing the Campus Portal, every parent is expected to act in a responsible, ethical and legal manner. Failure to do so may result in the loss of privileges to access the Campus Portal. Parents are required to adhere to the following guidelines:

1. Waukegan Public Schools continues to take cautionary measures to ensure the safety of our students, staff and community. For that reason, we ask that you **please contact your child's school's parent support email to receive your account information. If you do not have access to email, please contact your child's school.**
2. Parents/guardians will each receive their own password for all their students.
3. Parents will not share their passwords with anyone.
4. Parents will not attempt to harm or destroy any data on any network.
5. Parents will not use the Portal for any illegal activity, including violation of the Data Privacy laws.
6. Parents will not access data or any account owned by another parent or user.
7. Parents who identify a security problem with the Campus Portal must immediately notify Campus Portal Help Desk at portalhelp@wps60.org.
8. Parents should not demonstrate this problem to anyone else.
9. Users who believe that someone else has their password must immediately notify the Campus Portal Help Desk at portalhelp@wps60.org. Arrangements will be made to correct this problem and reassign a new password. Please allow up to one week for response time.
10. Users who are identified as a security risk to the Campus Portal or any other district systems will be denied access to the Campus Portal.

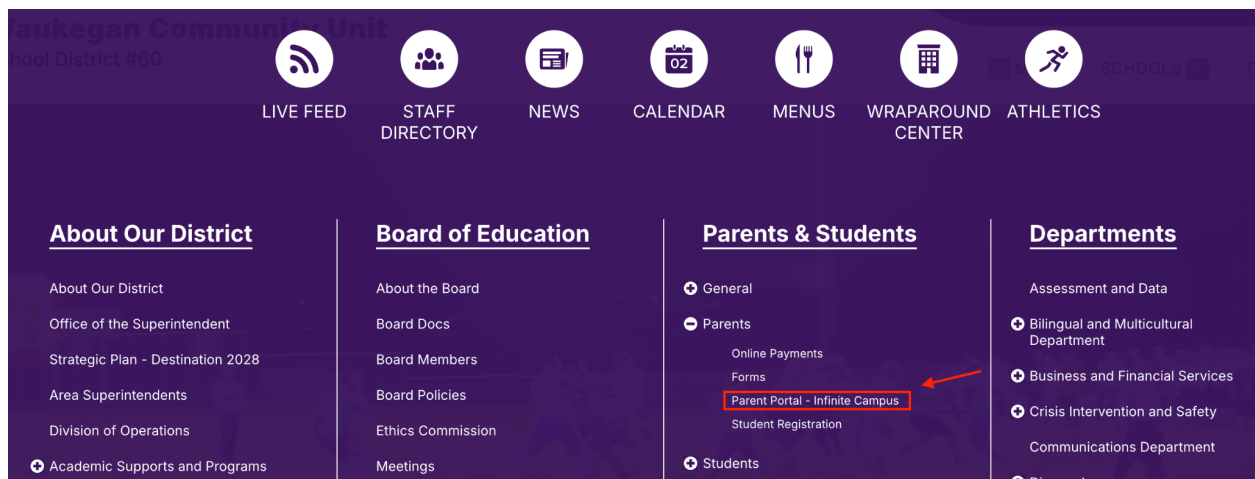
Instructions for Accessing your Campus Portal

We recommend using either Chrome or Firefox to access Campus Portal; both browsers are available for free download. If you do not have access to the Parent Portal, please see your school office and/or email portalhelp@wps60.org to request access.

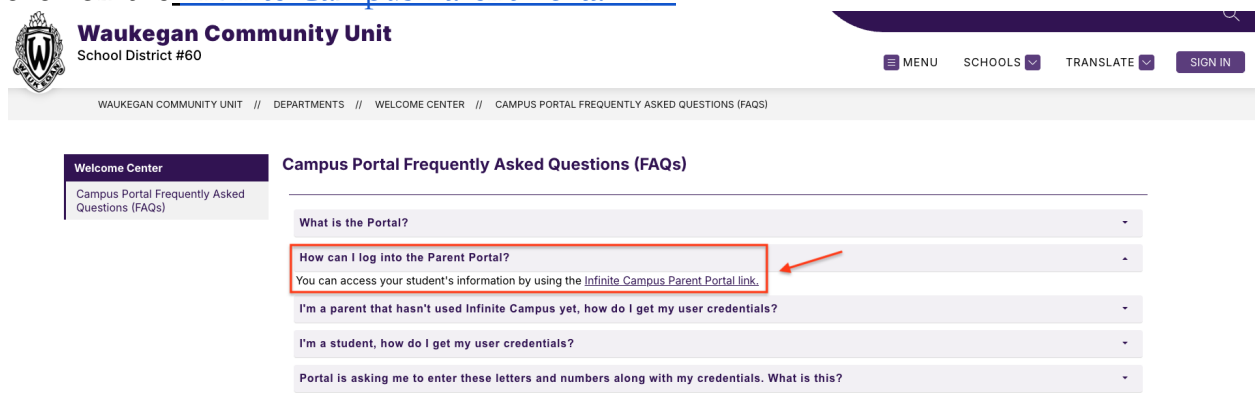
Step One: Go to www.wps60.org, click on the main **Menu**.

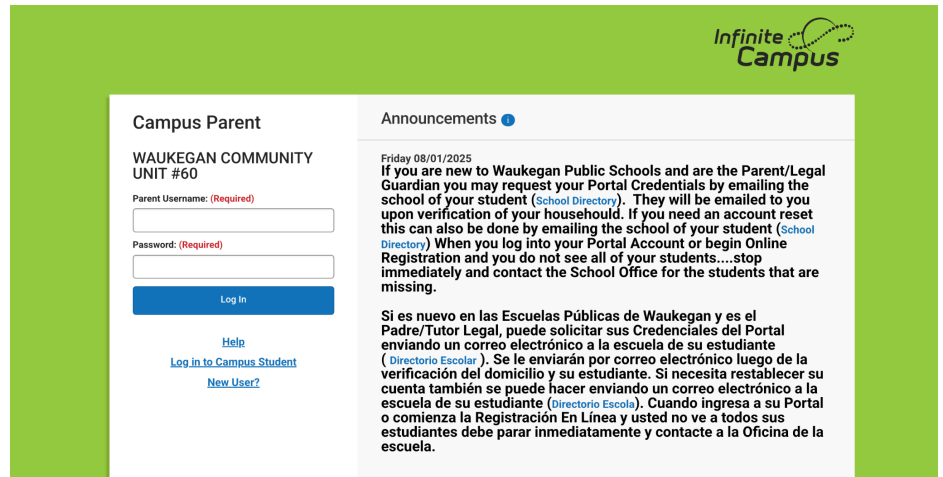


On the drop-downs that open, navigate to **Parents & Students > Parents** and click on the link titled **Parent Portal - Infinite Campus**.



Step Two: You will find yourself on the Frequently Asked Questions (FAQs) page for Campus Portal, select “**How can I log into the Parent Portal?**” and click on the [Infinite Campus Parent Portal link](#).





Waukegan Community Unit #60

Parent Username: (Required)

Password: (Required)

Log In

[Help](#)
[Log in to Campus Student](#)
[New User?](#)

Announcements

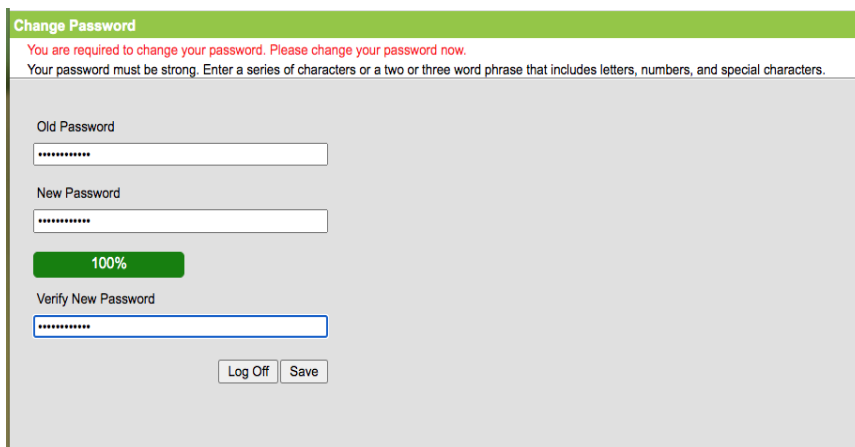
Friday 08/01/2025

If you are new to Waukegan Public Schools and are the Parent/Legal Guardian you may request your Portal Credentials by emailing the school of your student (School Directory). They will be emailed to you upon verification of your household. If you need an account reset this can also be done by emailing the school of your student (School Directory) When you log into your Portal Account or begin Online Registration and you do not see all of your students.....stop immediately and contact the School Office for the students that are missing.

Si es nuevo en las Escuelas Públicas de Waukegan y es el Padre/Tutor Legal, puede solicitar sus Credenciales del Portal enviando un correo electrónico a la escuela de su estudiante (Directorio Escolar). Se le enviarán por correo electrónico luego de la verificación del domicilio y su estudiante. Si necesita restablecer su cuenta también se puede hacer enviando un correo electrónico a la escuela de su estudiante (Directorio Escolar). Cuando ingresa a su Portal o comienza la Registración En Línea y usted no ve a todos sus estudiantes debe parar inmediatamente y contacte a la Oficina de la escuela.

Step Three: Enter your Username and Password exactly as they appear in your letter, then select the **Log In** button.

Step Four: You will be prompted to securely set up your Portal account; the first task is to change your account's password. To do this, enter the password that was given to you, then enter a new strong password, which should include letters and numbers. If the bar next to New Password is not green **100%** after you enter your new password, you will not be able to save it.



Change Password

You are required to change your password. Please change your password now.
Your password must be strong. Enter a series of characters or a two or three word phrase that includes letters, numbers, and special characters.

Old Password

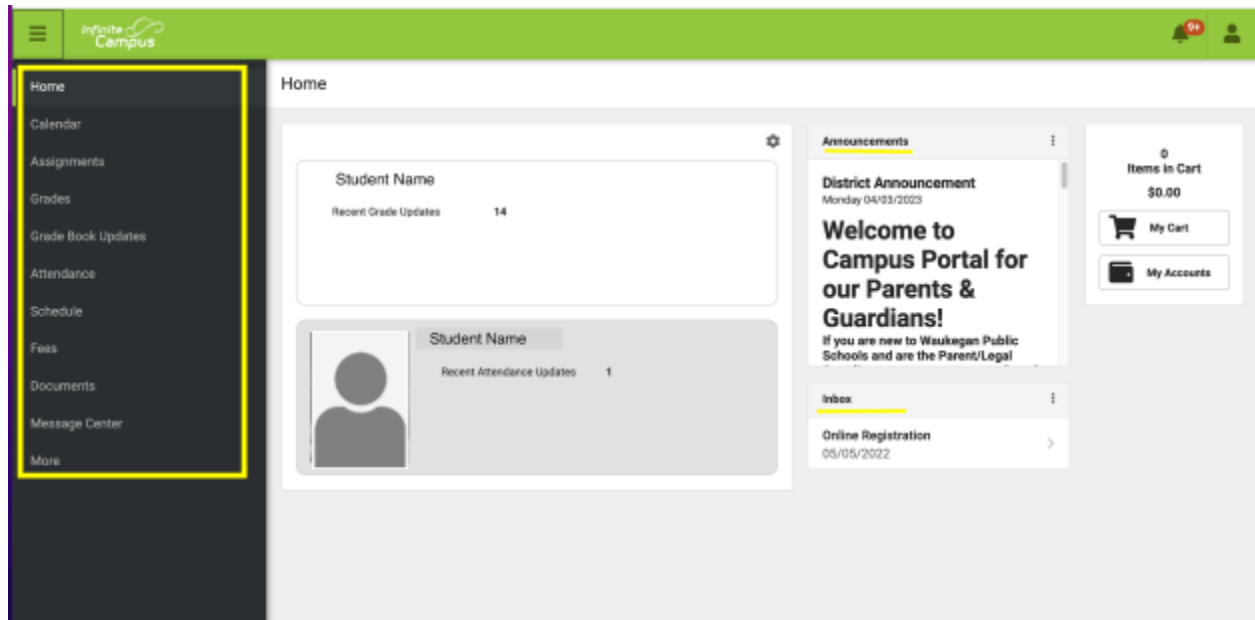
New Password

100%

Verify New Password

Log Off Save

This is the general view of your Infinite Campus Parent Portal. On the left-hand side of the page, you will see your listed options for viewing your student's information.



To access the **Online Registration** Portal from your Parent Campus Portal Account, select **More** located on the bottom left-hand side.

