



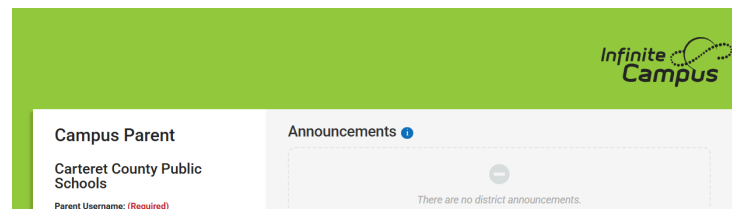
1. Get your NCSIS Parent Portal Activation Code.
 - a. Go to <https://portalaccess.ncsis.gov> or
 - b. Go to the CHS WEBSITE→ FOR PARENTS→ INFINITE CAMPUS PARENT PORTAL→ PARENT PORTAL ACTIVATION CODE LOOKUP.



NCSIS Parent Portal Activation Code Lookup
North Carolina Department of Public Instruction

NCSIS Parent Portal Activation Code Lookup

2. Follow the instructions for finding your activation code. You will need to choose “Carteret County Public Schools” and you will need your student’s STUDENT ID NUMBER to complete these steps.



3. Go to the Infinite Campus Parent Portal - Go to the CHS WEBSITE→ FOR PARENTS→ INFINITE CAMPUS PARENT PORTAL.
4. Follow the instructions for creating your account and entering your activation key.

▶ Parent Portal Activation Instructions for CCPS





New to the Parent Portal?

1. Click on the tab that says "NCSIS Parent Portal Activation"
2. Select "Carteret County Public Schools"
3. Enter you student's "ID Number", first name, last name, and date of birth
4. Click "find student"
5. You will then be able to select who you are in relation to the student.
6. Next, you will then be able to select if you want an email or text to verify who you are.
7. Verify who you are by entering the code that was sent to your email or by text.
8. You will then see an Activation Code. **COPY the Activation Code.**
9. Go to the first tab. This will take you to the Infinite Campus Parent Portal.
10. Click on "new user"
11. Paste the Activation Code you have copied.
12. Then, follow the steps for creating a Parent Portal Account.

Already have a Parent Portal Account?

1. Click on the first tab to get to the Infinite Campus Parent Portal.
2. Click on the student to see what information you will need to complete for the first day paperwork to be complete.