



Parent Portal Access Information

PERSONAL & CONFIDENTIAL

July 18, 2022

Hawaii State Department of Education student information system, Infinite Campus, will provide parents with the ability to view their secondary school child(ren)'s academic information through the Infinite Campus Portal. **This letter provides you with the Activation Key you will need to log in and access information about your child(ren). Your child(ren) will receive their own activation code when school begins.**

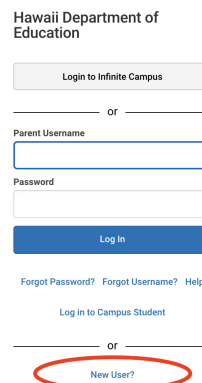
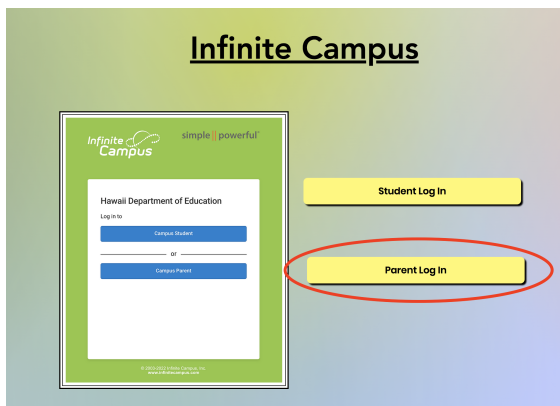
Logging into this web-based system will permit you to view the following real-time information about your child:

- Attendance
- Grades (frequency at teacher discretion, minimum twice per quarter)
- Class Schedules
- Assignments

The Portal will also contain a messaging function to help you communicate with your children's teachers. The Portal will provide access to information on all of your secondary school children, no matter what school they attend, under one login.

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

1. Go to www.waipahuintermediate.org.
2. Click on Links > Infinite Campus (Student/Parent)



3. Enter your Unique Campus Portal Activation Key below:

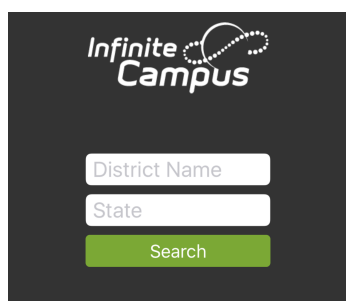
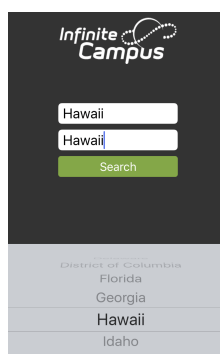
<PLACE LABEL HERE>

4. After clicking on **Submit**, you will be asked to create a **Username** and **Password**. Please write these down and keep in a secure place.
5. 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:
 - A lower case letter (a, j, r, etc.)
 - An upper case letter (A, J, R, etc.)

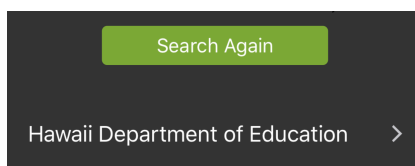
- A number (3, 7, 1, etc.)
 - A symbol (@, %, &, etc.)
6. Re-enter the Password in the **Verify Password** field.
 7. Click the **Create Account** button.
 8. Sign in using your new **User Name** and **Password**.
 9. You will be prompted with: "You are required to set an account security email."
 10. Enter a **New Account Security Email**.
 11. **Confirm New Account Security Email** by re-entering it
 12. **Enter Password** you created in step 5b
 13. Click **Save**

In addition to using a web browser, the portal can also be accessed via mobile app for any Apple iOS or Android device. **You must create your account on the website BEFORE using the mobile app!**

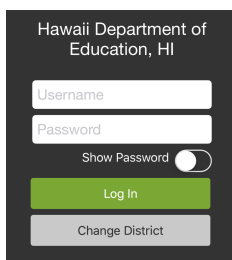
1. Search for "Infinite Campus Parentl" to download to your mobile device.
2. Once you have downloaded and opened the mobile app, type in **Hawaii** in the District Name. Select **Hawaii** in the "Select a State" drop down and click Search.

3. Click on **Hawaii Department of Education**.



4. Type in the username and password you just created.



5. Click Log In.

If you have any questions regarding the Infinite Campus Portal, please contact the school at (808) 307-9000.