

Information for RSU16 Parents



<https://maine.infinitecampus.org/campus/portal/rsu16.jsp>

- You have been provided with an Activation Code
- Go to the portal web site (above) and click on the appropriate link (see below)
- Click on the HELP button to expand the window

The screenshot shows the Infinite Campus login interface. At the top left is the "Infinite Campus" logo. At the top right is the tagline "Transforming K12 Education®". Below the logo is a white login box with "Username" and "Password" labels and corresponding input fields. A "Sign In >>" button is centered below the fields. In the top right corner of the login box, it says "Campus Portal" and "RSU 16". A "HELP ^" button is located in the bottom right corner of the login box. Below the login box, there is a section titled "Problems logging in?" with two links: "If you have been assigned a Campus Portal Activation Key, click here" and "If you do not have an Activation Key, click here". A red arrow points to the second link. At the bottom left, there is a "Tell me more!" link.

- Enter your Activation Code provided by the school office and hit Submit – be sure to enter it accurately. *An activation code can only be used once, once your account is activated you may discard it.



Transforming K12 Education®

Campus Portal

Activating your Campus Portal account

RSU 16

Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal Activation Key sent to you by your child's school.

Activation Key

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Submit

- Enter a user name and password and click Create Account. – Passwords must be at least eight characters long and be a combination of letters, numbers and characters.
- Make sure to write down your user name and password. This will be very important to avoid waiting to have your password reset by the school. In the event you do forget your password, send an email to infinitecampus@rsu16.org and provide your name, children, school they attend and what you need help with. Please allow at least a week to receive your new password.



Transforming K12 Education®

Campus Portal

Campus Portal account creation successful!

Welcome **Camilla New Parent**, you are now ready to create your Campus Portal account. You must enter a user name and password that you will use to access Campus Portal in the future.

Username

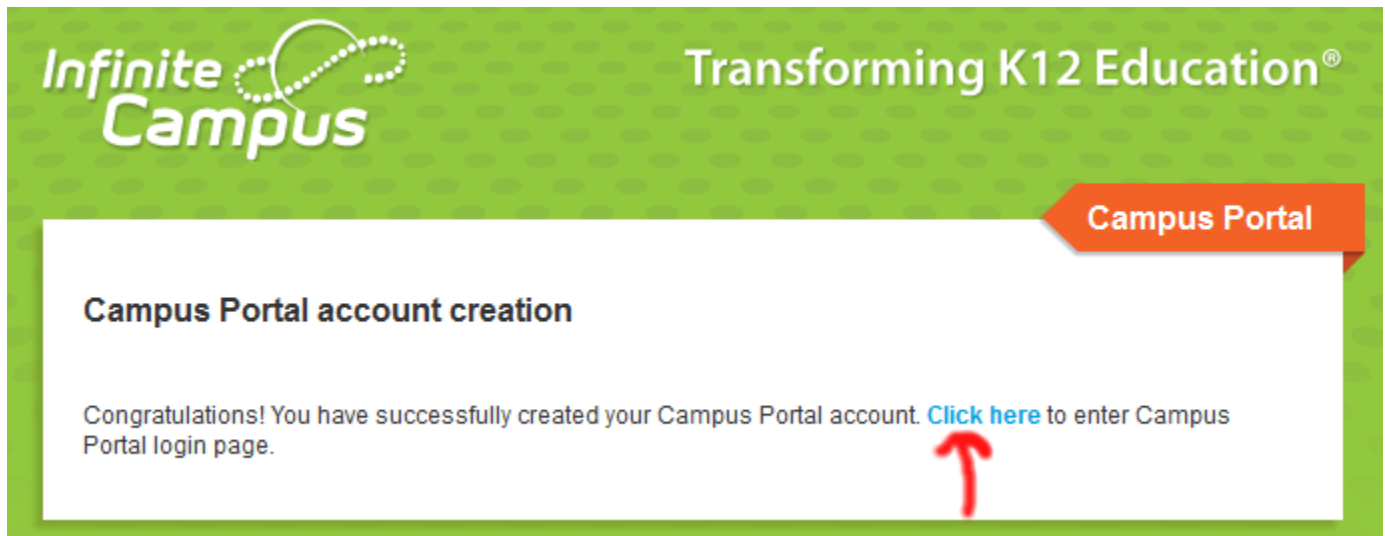
Password

100%

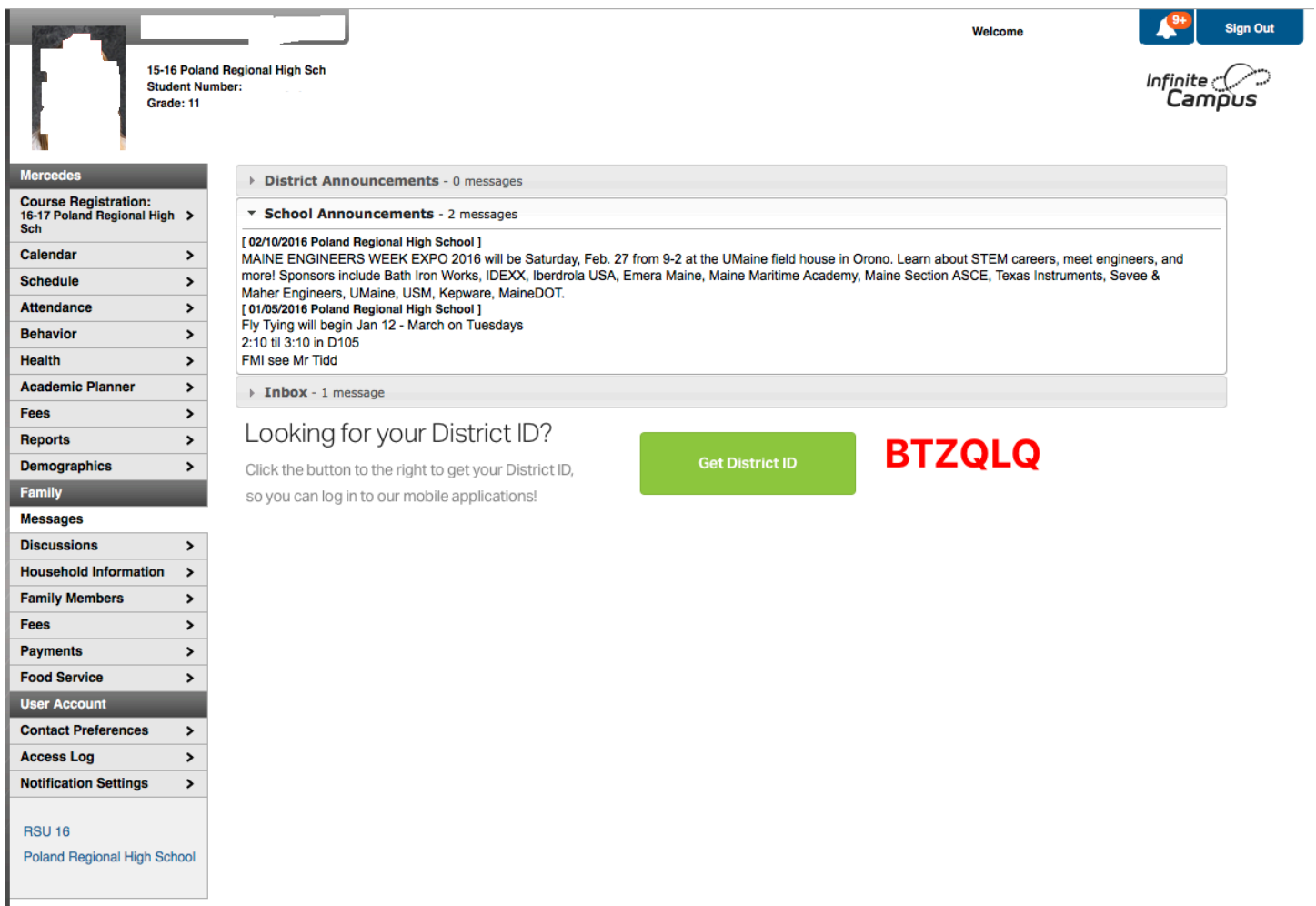
Verify Password

Create Account

- You will be directed to the log in page where you will enter your user name and password



- Once logged in – here is how to navigate the portal



- The Index on the left provides links to the calendar, student schedule, attendance, behavior and health records.

- The Fees & Payment links are where you can pay school bills and put money on your child's lunch account. More details below.
- You can view the demographics information we have on file for your family. Please call the school office if there needs to be corrections made.

Mobil App

- You can download the Infinite Campus mobile app from the Apple or Google App Stores. The district code you will need to log in is: BTZQLQ
- While there, download the RSU16 mobile app!

Fees & Payments

- Payments for school lunch and other fees can be made at this web site:
- <https://rsu16.androgov.com/>

If you have questions about the information in the portal, please contact your child's homeroom teacher or Roundtable Advisor.

If you need account assistance logging in, please send an email to infinitecampus@rsu16.org and make sure to include your child's name, grade and school.