

## Kansas City, Kansas Public Schools

## **Central Office**

2010 N. 59<sup>th</sup> Street Kansas City, KS 66104 (913) 551-3200 FAX: (913) 551-3217

www.kckps.org

## Dear Parent/Guardian,

Starting next school year, Kansas City, Kansas Public Schools will be using a new system for student and school information called Infinite Campus. Infinite Campus will give you online access to your student's information through a 'parent portal' that you can access on any computer or mobile device with an internet connection. You are being asked to activate your 'parent portal' account at this time because you will use it to re-enroll your student(s) for next school year. The window for re-enrollment is open through the end of May.

Each parent/guardian in your household should get a letter from the school district by Monday, May 14th that has directions for creating your account and re-enrolling your student(s) for next school year. The letter has an access code, the website address and directions for creating your account.

If a parent/guardian in your household receives more than one letter or does not receive a letter please contact your child's school for help.

You may have more than one person in your household with an account, but only one parent/guardian will complete online enrollment for your student(s). You will see a link for 'Online Registration' on the left side of the screen after you finish the steps for creating your parent account (see picture below). If you have more than one student, you will need to complete enrollment for each of them that will be in the school district next year. If you do not have access to a computer or mobile device with an internet connection, please contact your school for help.



If you have any problems creating your parent account or completing online enrollment for next school year, please contact your school for help. Thank you very much!

Sincerely,

Director of Student Services