Password Reset for Students and Parents

In order for Students and Parents to utilize the "Forgot Password?" link, you must:

- Have an email in your Account Settings
- You must verify that email
- 1. This email is located in Account Settings
 - a. Path: User Menu > Settings > Account Settings
 - b. You have the ability to update your email or password

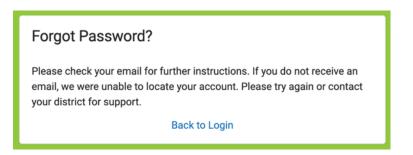
Contract, Teachers			
Settings			
Language			
Give Feedback			
Log Off			
Settings			
Notification Settings	>		
Account Settings	>		
Contact Preferences	>		
Current Devices	>		
Account Settings			
Account Security Email			Update
Password *******		•	Update

- 2. Once the email is verified, then you can utilize the "Forgot Password?" link.
 - a. Path: Forgot Password? > Enter username > Submit

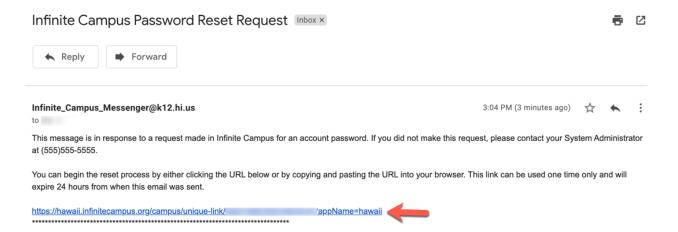
		Campus Pare
Hawaii Department of Education	Announcements	
Login to Infinite Campus	There are no district announcements.	
or		
Parent Username		
Password		
Log In		
Forgot Password? Forgot Username? Help		
Log in to Campus Student		
or		
New User?		

Forgot Password?
Enter your username *
Submit
Back to Login

b. You will get a popup that tells you to check your email



- 3. Here's what the email will look like. You may need to check your junk mail folder.
 - a. Please note that the phone number is not an actual number. If you need to contact someone, please call your school.
 - b. Click on the link at the bottom of the email.

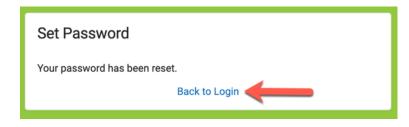


4. Enter a new password in both boxes and click Submit.

a. The password must meet the Password Strength of 100%

Set Password	
Enter a new password *	6
Confirm Password *	
Password Strength	100%
Sub	mit
Back to	D Login

b. After clicking Submit you will see this popup. Click on "Back to Login"



5. You can now log in with your new password.

		Campus Parent
Hawaii Department of Education	Announcements	}
Login to Infinite Campus	There are no district announcements.	
or		^j
Parent Username		
Password		
Log In		
Forgot Password? Forgot Username? Help		
Log in to Campus Student		
or		
New User?		

- 6. You will get a Password Reset Confirmation email.
 - a. Please note that the phone number is not an actual number. If you need to contact someone, please call your school.

Password Reset Confirmation Inbox ×		•	Ø
Reply Forward			
Infinite_Campus_Messenger@k12.hi.us to me ▼	3:09 PM (3 minutes ago)	\$ *	:

This message is in response to a change made in Infinite Campus for an account password. If you did not make this request, please contact your System Administrator at (555)555-5555 for assistance.