

# How to Activate Your Parent Portal Account

## Parent Portal Activation Key:

You must have a Parent Portal Activation Key to proceed with the rest of the instructions. If you do not have a Parent Portal Activation Key please visit your child's school with proper identification to receive one. If you have any questions, please contact your child's school.

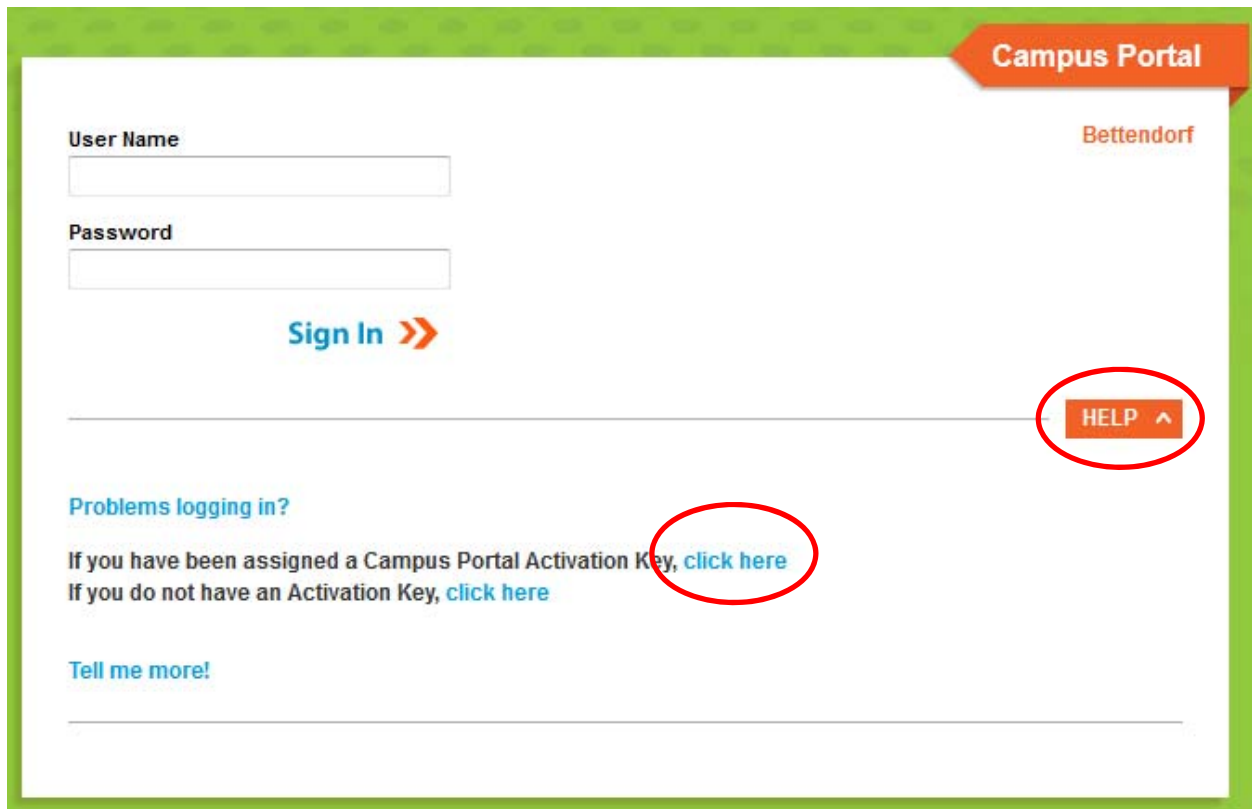
## Activate your Parent Portal Account:

To activate your Parent Portal Account please click on the following web address:

<https://campus.bettendorf.k12.ia.us/campus/portal/bettendorf.jsp>

If clicking on the link does not work, please type the address into your web browser.

You will see the following screen come up. Please click on the **Help** button and then on the **click here** if you have an Activation Key.



The screenshot shows the Campus Portal login interface. At the top right, there is a green header with the text "Campus Portal" and "Bettendorf" below it. The main content area has a white background with a green border. It features a "User Name" label above a text input field, and a "Password" label above another text input field. Below the password field is a "Sign In >>" button. A horizontal line separates the login area from the help section. In the help section, there is a "HELP ^" button circled in red. Below it, the text "Problems logging in?" is followed by two lines of text: "If you have been assigned a Campus Portal Activation Key, click here" and "If you do not have an Activation Key, click here". The second "click here" link is also circled in red. At the bottom, there is a "Tell me more!" link and another horizontal line.

Enter the Activation Key you received from your child's school into the boxes provided and then click the **Submit** button. **The Activation Key is case sensitive and should be typed exactly as it was given to you.**

**Campus Portal**

### Activating your Campus Portal account

Bettendorf

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

{ [ ] - [ ] - [ ] - [ ] - [ ] }

Submit

Enter a username and password you would like to use. You will need to enter the password a second time to verify it. Finally, click on the **Create Account** button.

**Campus Portal**

### Campus Portal account creation successful!

Bettendorf

Welcome Orlantha Young, 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.

User Name

Password 0%

Verify Password

Create Account

You are now finished activating your Parent Portal account. Please click the **click here** link to sign-in to your Parent Portal account with the username and password you just entered.

**Campus Portal**

### Campus Portal account creation

Bettendorf

Congratulations! You have successfully created your Campus Portal account. [Click here](#) to enter Campus Portal login page.

# General Information

**PaySchools** is an online payment processing system that allows parents to make school-related payments online via e-check or credit card at their convenience all from your school's website. Through the PaySchools system a parent/guardian may also deposit funds into their student's lunch account. There is NO CHARGE for using this system.

To use PaySchools you must:

- 1) Have an **Infinite Campus Parent Portal account**. Information on how to obtain a Portal account can be obtained from your student's school.
- 2) Have a **PaySchools** account. This is a simple process. The first time you go onto the PaySchools site you will create this account.

**Note:** Your PaySchools/Infinite Campus username and password must be at least 6 characters. Use only letters and numbers. Do NOT use spaces or other symbols. An email address would NOT be an acceptable username due to the @ symbol and the period.

## Using PaySchools

URL: <https://www.payschools.com/cic/Default.asp?id=1062>

**Note:** This link is also available from the district website, as well as each school's main page.

- Click on the PaySchools logo on the website.
- Enter your **Infinite Campus** username and password.
- Select the fees and/or enter the amount of money you wish to deposit into each of your student's lunch accounts.
- Click the "Checkout" button
- Enter your PaySchools username and password (Create one if it is your first time on PaySchools).
- Complete the transaction.
- You will receive an email confirmation of the transaction for your records.

## Other Information

District website: <http://www.bettendorf.k12.ia.us>

Parent Portal website: <https://campus.bettendorf.k12.ia.us/campus2007/portal/bettendorf.jsp>

Technical Assistance with **PaySchools**: 1-866-729-5353

Technical Assistance with the **Campus Parent Portal**: 563-359-3681