

How to Access Campus Portal (Student)

Every student will be provided their Username and Password to access Campus Portal. For questions about your account, please contact your Portal Liaison or school designee.

- Username = Student ID Number
- Password = XXmmddyy
 - XX = First Initial of First Name, First Initial of Last Name
 - mmddyy = day,month,year of birth)
 - Example: Johnny Smartguy-DOB, May 24, 2000, Password = JS052400

Enter in your web browser: <https://campusportal.ccsd.net>

1. Enter your Username and Password. Click Sign In.



2. Upon your initial sign in you will be prompted to change the default password to a new password.
3. The next time you sign into Campus Portal the following screen will appear and you will be prompted to create your user preferences. Please read carefully. Click to close.

In order to properly recover your username or reset your password in the future, you must enter the following information.

On the next page, you will be required to enter each of the following:

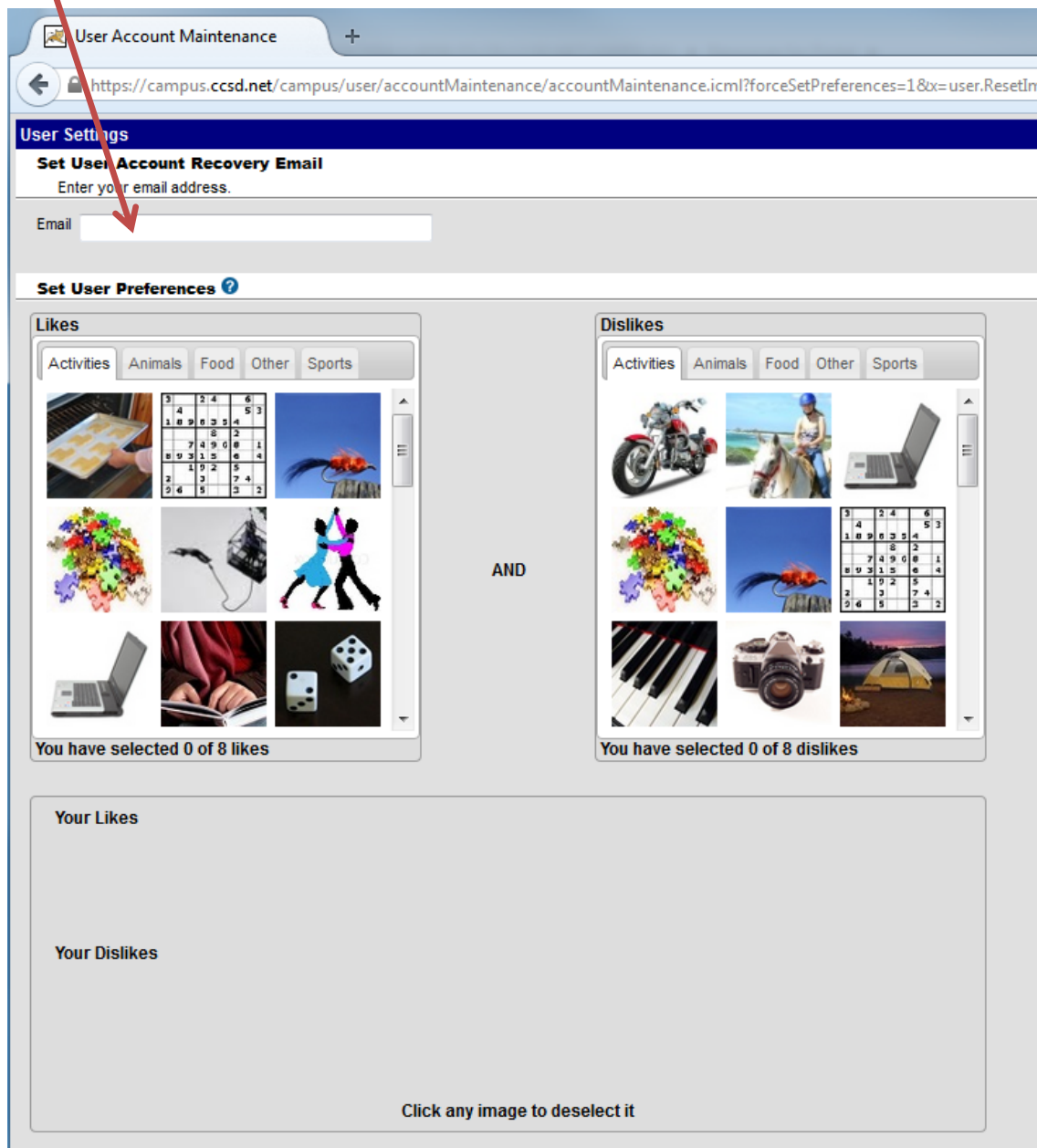
1. A valid email address. This email address will be used when recovering your username or resetting your password.
2. Eight Like and eight Dislike images.
3. Your current Campus password.

It is important you select Like and Dislike images which have personal meaning to you. You will need to identify some of these images to prove your identity during the password reset process.

You can update your Like and Dislike images, email address, and password any time after they are initially saved.

[click to close](#)

4. On the next screen you must enter an Email Address and set User Preferences to enable the self-help password reset feature of Campus Portal.
5. Enter your Email Address. You may enter your family email address if you do not have a personal email. Set your User Preferences.



6. Enter your current password to save changes to your user account settings.
Save Changes.
 (You may change your preferences or current email, at any time, in Account Management)