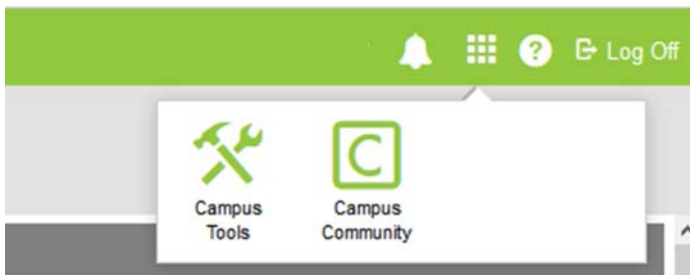

STUDENT ACCOUNT INFORMATION

If you need to access an individual student's username and password, log into Infinite Campus and complete the following.

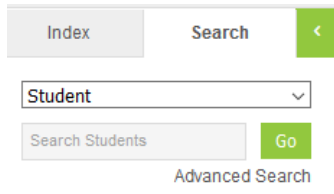
1. Go to <https://campus.rcss-k12.org> to log into Infinite Campus.
2. Click the app switcher at the top right hand corner of the screen.



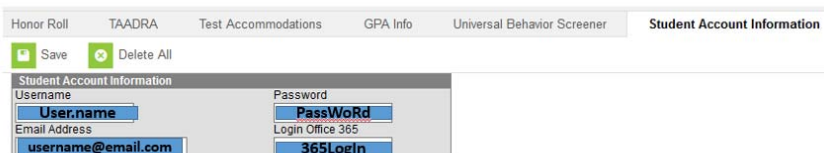
3. Choose "Campus Tools"



4. Use the Search tool to display one of your student's names.

A screenshot of the search tool interface. It features a search bar with a dropdown menu set to 'Student'. Below the search bar are two buttons: 'Search Students' and 'Go'. At the bottom, there is a link for 'Advanced Search'.

5. Click on the student's name (on the left).
Click the "Student Account Information" tab on the right to display the student's login information.

A screenshot of the 'Student Account Information' form. The form is displayed in a tabbed interface with 'Student Account Information' selected. It contains fields for 'Username' and 'Password'. The 'Username' field has a value of 'username@email.com' and the 'Password' field has a value of '365Login'. There are also 'Save' and 'Delete All' buttons at the top left of the form.

Please NOTE: This field can only be updated by the network team in the Technology Department.