**On District Letterhead**

**[DATE]**

**Dear [PARENT/GUARDIAN],**

**Welcome to Infinite Campus!**

**We have recently chosen to use Infinite Campus as our student information system**. Infinite Campus is a district-wide student information system designed to manage attendance, grades, schedules, assessments and other information about the students in **[DISTRICT NAME]**. Infinite Campus will replace **[PREVIOUS SYSTEM NAME]**.

You will have access to the Campus Portal which is a confidential and secure website that allows parents/guardians to log in and view their child's progress in school. There is also an app available for both iOS and Android devices. The goal of the Campus Portal is to create a better partnership between parents and teachers.

Logging into the Campus Portal will allow you to view the following real-time information about your child including:

|  |  |  |
| --- | --- | --- |
| * Demographics
 | * Grades
 | * Reports
 |
| * Schedules
 | * Attendance
 | * District and School Notices
 |
| * Assignments
 | * Graduation Progress
 | * Transportation Information
 |
| * Assessment Scores
 | * Academic Planner
 | * Cafeteria Balance
 |
| * Calendar
 | * To Do Lists
 |  |

If you have additional questions regarding Infinite Campus or Campus Portal, please contact us at **[SCHOOL CONTACT INFORMATION].**

Sincerely,

**[CONTACT]
[SCHOOL]**