Portal Account Creation
Welcome to the Infinite Campus Portal! These instructions will take you through the initial Portal creation process. Once you have created your Portal account, you will be able to access your student’s school information, including attendance and grades.

Step One – Portal Home Page
Using an Internet browser (Firefox and Chrome are preferred), go to the web page https://grayslakeil.infinitecampus.org/campus/portal/grayslake.jsp which is the Portal’s home page. It is highly recommended you bookmark this page for future use.

Click the HELP button to reveal more options.

Next, on the line that reads “If you have been assigned a Campus Portal Activation Key, click here,” click the words “click here.”
Step Two – Activation Key
On the new page, enter the activation key from your Portal letter. Once the activation key has been used to create your account, it cannot be used again.

Click the Submit button to continue.

Step Three – Username and Password
On the new page, you will be asked to create a username and password for yourself.

Your username must contain both letters and numbers. Your password must be at least six (6) characters long and be considered a strong password.

You will need to enter your password twice to verify it, and then click the Create Account button.
Complex, tricky passwords are not always strong passwords and can be difficult to remember. For example, TheBr0wnC@t is a stronger password than !@#$%^&() because TheBr0wnC@t uses a combination of character types and is long, whereas !@#$%^&() uses only symbols and is short. A computer program can crack !@#$%^&() easier than it can crack TheBr0wnC@t.

Congratulations! You are now a Portal user!