Credit Recovery/Credit Advancement eSignature info for Parents

This process must be completed by a parent via the Campus Parent portal account. The E Sign link will be blank if accessed by the student portal.

This process must be completed in a Browser. <mark>Approvals will not be captured using the Campus Parent App on mobile devices.</mark>

Step 1: Sign into your Infinite Campus Parent Portal

Log into the portal using the **Parent Portal** box on the front page of the CCS website:

www.ccsoh.us.

Click Existing User Login.
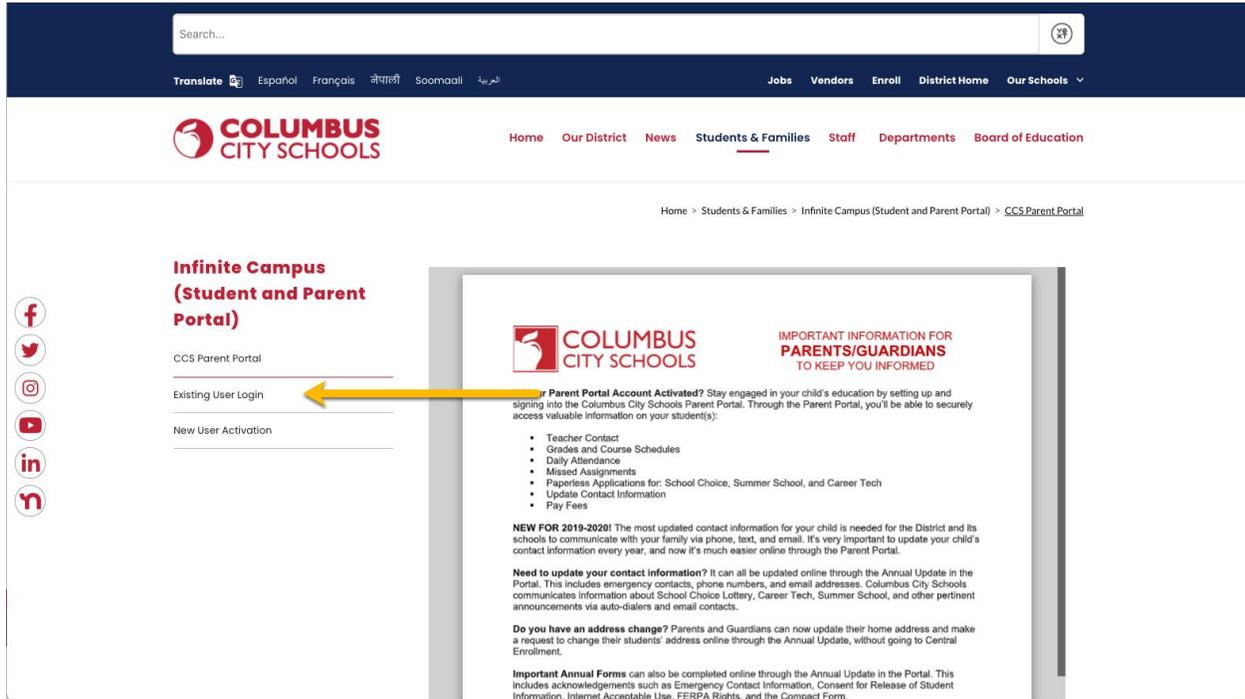
If you cannot recall your username and/or password, and you entered an email address during setup, you can request the information be emailed via the portal log on screen. If you do not receive an account recovery email, please send a picture of your photo ID and the name and birthdate of your student(s) to parentportalaccess@columbus.k12.oh.us

Step 2: Open the More tab

When the portal opens, it will automatically display the "Message Center" page. Click on the "More" tab. If you do not see the list of tabs on the left side of the screen click on the 3 lines at the top next to the Infinite Campus logo to display them.
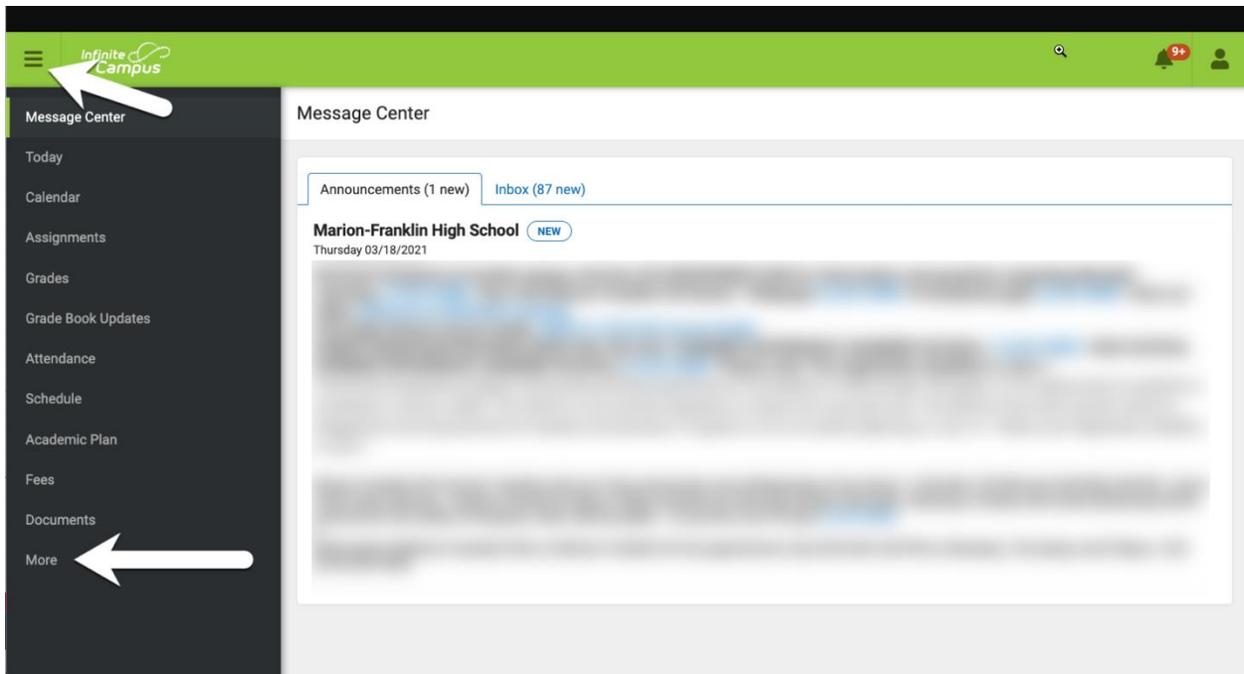
Step 3: Locate the E Sign Link

Locate the E Sign link in the Quick links box. You may need to scroll down.
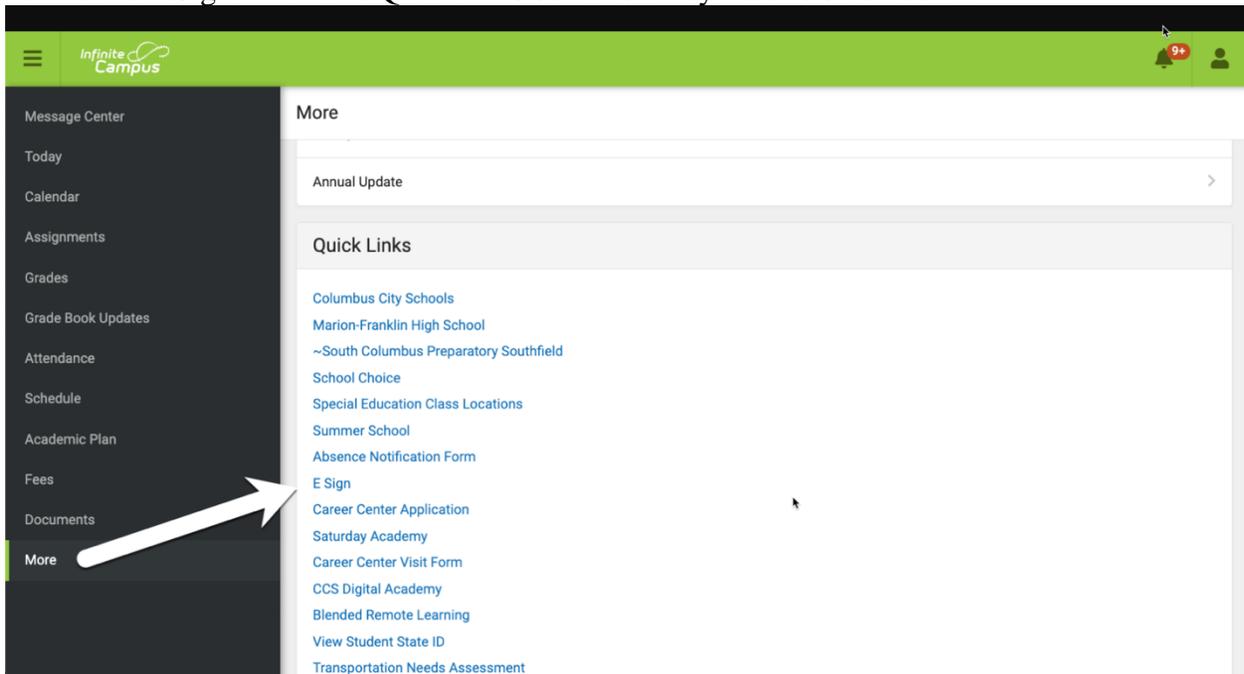
Step 4: Review the Document

The document will open on your screen. You can scroll up or down to see the full document. **It is important to carefully read over the document to make sure you agree with all of the terms.**

Columbus City Schools E-Sign Application -

- Credit Recovery Request

*NOTE: Your student has applied to the Credit Recovery Program. Please note that Credit Recovery requirements for Columbus City School students are no less than that of any other course offering within the district. Credit Recovery students will view on-line courses as a convenient way to recapture or earn credits, not an easier way. Please approve the below application for registration into Credit Recovery course(s) for your student.

NCAA DISCLAIMER: Please note that credits earned for Credit Recovery courses cannot be used toward NCAA eligibility.

OHSAA DISCLAIMER: Please note that OHSAA accepts Credit Recovery credit so long as academic progress is documented throughout the school year according to criteria set by your High School Athletic Director. Please see your High School Athletic Director for details.

School

Marion-Franklin High School

Request Date

2020-11-18 14:17:29.221

Credit Recovery Course Names

ENGLISH 9 (X)

Signature   Approve   Deny

100 %

Application approval signature saved.

OK

Columbus City Schools E-Sign Application -

- Approved - Credit Request

Date Signed

03-26-2021

Student

Signature

Approved