



NORTHGATE INTERMEDIATE

Andre C. Jones

Principal

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Mission: Each student is highly educated, prepared for leadership and service, and empowered for success as a citizen in a global community.

Dear Parents,

This school year, it is very important that parents have access to their **Parent Portal Platform**. **Parent Portal** allows you to update phone numbers, lottery in for school, enroll in Summer School, pay for fees and check grades for middle and high school students. Parent Portal will also allow you to choose **Blended Learning Days** if the District returns back to the building after the **1st Grading Quarter** as well as check in attendance for your child each day online. **It is vital that you have your Parent Portal Information before we start on Tuesday, September 8th.**

WAYS TO ACCESS THE PARENT PORTAL

If a parent/guardian does not have access to their Parent Portal Account in Infinite Campus, they can obtain access by sending a picture ID, along with the child's name and date of birth, to parentportalaccess@columbus.k12.oh.us

- If the parent/guardian previously had access but can't remember the password, they can select "reset password" and an automatic email will be sent to the email provided when they signed up.

If they do not remember the email that was used when the account was set up, an email with the parent/guardian ID, student's name and date of birth should be sent to parentportalaccess@columbus.k12.oh.us to have this information reset.

If I can be of further assistance, please do not hesitate to contact me at **(614) 365-8815** or email me at ajones4766@columbus.k12.oh.us

Sincerely,

Andre C. Jones, Principal