



Lee County Schools Parent Portal

Account Setup and Portal Access

Account Setup

1. Open your web browser and go to: <https://ic.lee.k12.ga.us/cparent>
2. Enter your students Social Security Number and date of birth in the appropriate blocks and click the submit button.
3. You should next see a screen containing your name and GUID. Either print this screen or write the GUID down as it is needed to setup your user-id and password. If you did not receive the GUID screen display, repeat steps 1 and 2. If you retry was also unsuccessful, contact your student's school and asked to speak to the Portal Coordinator.
4. Next, click on the Parent Portal hot link in the lower right corner of the box containing your Name and GUID. This will take you to the Portal Login. For reference the URL is <https://ic.lee.k12.ga.us/campus/portal/lee.jsp>
5. Looking at the top of the screen click on the hot link at the end of the line reading If you have been assigned a Campus Portal Activation Key, [click here](#)
6. Enter your GUID in the Activation Key boxes and click the submit button.
7. Next enter the user-id you wish to use and your desired password (twice). Passwords must be at least 8 characters long and be a combination of letters, numbers and or non alphanumeric characters. Then click the Create Account button.
8. The following should appear on the screen.

Congratulations! You have successfully created your Campus Portal account Click here to enter Campus Portal login page

Again for future reference the URL is <https://ic.lee.k12.ga.us/campus/portal/lee.jsp>

Enter the user-id and password you created and click the Login Button. The portal should then be displayed. If you have problems or questions contact the Portal Coordinator at your child's school.