



Dear Parents / Guardians:

The William S. Hart Union High School District uses Online Registration (OLR) to collect District-wide forms and update student records for each school year. This replaces many of the forms previously provided in the paper packets distributed over summer break. Please note that schools may still require some site-specific forms to be filled out.

To complete Online Registration (OLR), please do the following:

1. **Create an Infinite Campus Parent Portal Account** *(if you already have one you may skip this step).*
 - a. Visit <https://www.hartdistrict.org/apps/pages/infinite-campus> to submit a form to create an account. *Please note that requests are processed individually and may take up to 1-2 business days.*
 - b. Once your account is created you will receive an email with instructions on how to sign in and change your password.
 - c. (OPTIONAL) Next you may download the **Campus Parent Mobile App** to view your student's progress on the go and set up push notifications on grades and attendance. For more information visit <https://www.infinitecampus.com/audience/parents-students>.
2. **Sign in to the Infinite Campus Parent Portal** from the Campus Parent Mobile App or by visiting <https://campus.hartdistrict.org/campus/portal/hart.jsp>.
3. Once signed in, select **More** from the left side menu then select **Online Registration**.
4. Complete the steps as outlined in the **OLR User Guide** available at <https://www.hartdistrict.org/apps/pages/infinite-campus>.

We hope you will find the new Online Registration (OLR) system helpful.

Thank you,

Technology Services
William S. Hart Union High School District