Student Accounts

Active Directory (Computer/ClassLink Logins)

Summary

Student usernames and passwords can be found in the Rostering Portal if you are a teacher or media specialist. All students must have a complex password but only students 6th and up have to come up with their own. Teachers of PK-5th students are able to print quick cards for their students to log in without a password. See Quick Card Instructions.

Username

Student usernames are comprised of their first initial, last initial, and their student ID.

> EG: For a student named Bobby Tables with a student ID of 012345, the username would be BT012345

This applies to all students except out of district students. Because these students may not have unique student IDs, their InfiniteCampus PersonID is used instead and "CATE." is prepended to their username. The student's PersonID is available on the Summary page for that student in InfiniteCampus.

> EG: For a student named Bobby Tables with a PersonID of 01234, the username would be CATE.BT01234

Password

Passwords are for students are randomly generated when the student's account is created. Any time a student's password is reset, their credentials revert to the password that was generated when their account was created. Teachers can reset passwords for their students and generate login sheets using the Rostering portal at https://rostering.princetonisd.net. Student passwords must meet complexity requirements regardless of grade level.

PK-5th

Students can use Quick Cards to log in without a password. Teachers are able to print quick cards for their students using the instructions linked below. Students are also not required to change their password. We recommend getting students used to setting and remembering passwords in 4th and 5th grade to ease their transition to middle school.

Quick Card Instructions

6th-Graduation

Students are required to set and remember a complex password when they log in after a password reset.

Password Complexity

All student accounts must use "complex" passwords. Complexity is defined as being a **minimum of six characters** in length and containing **characters from three of the four categories** below. The password **must not contain** the student's **name** or **username**.

- Uppercase letters (A-Z)
- Lowercase letters (a-z)
- Numbers (0-9)
- Special characters

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