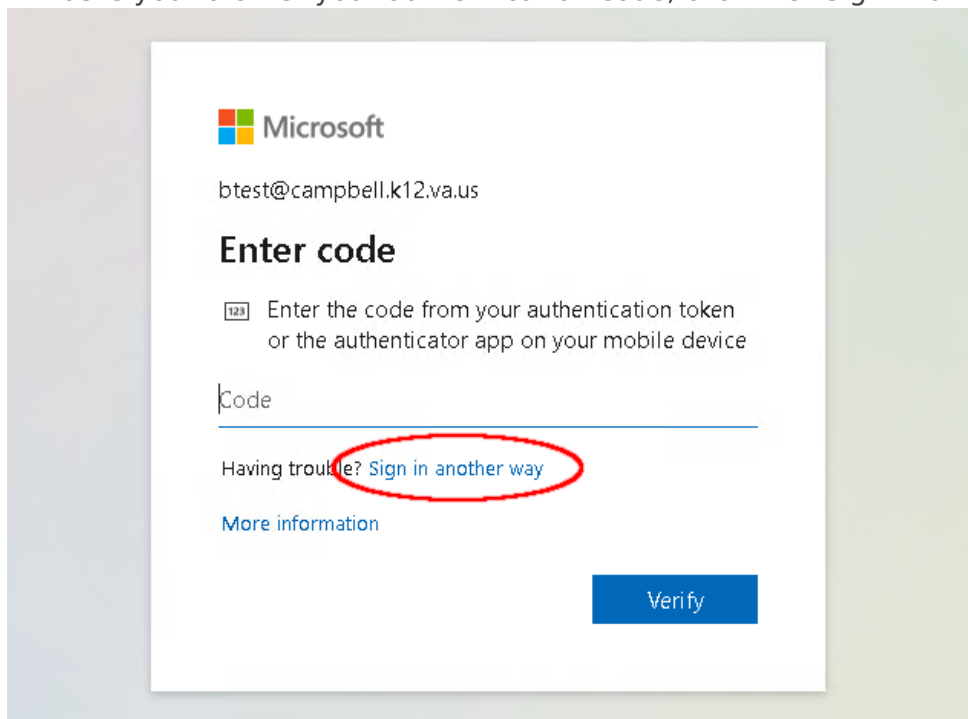


# Using a Temporary Access Pass

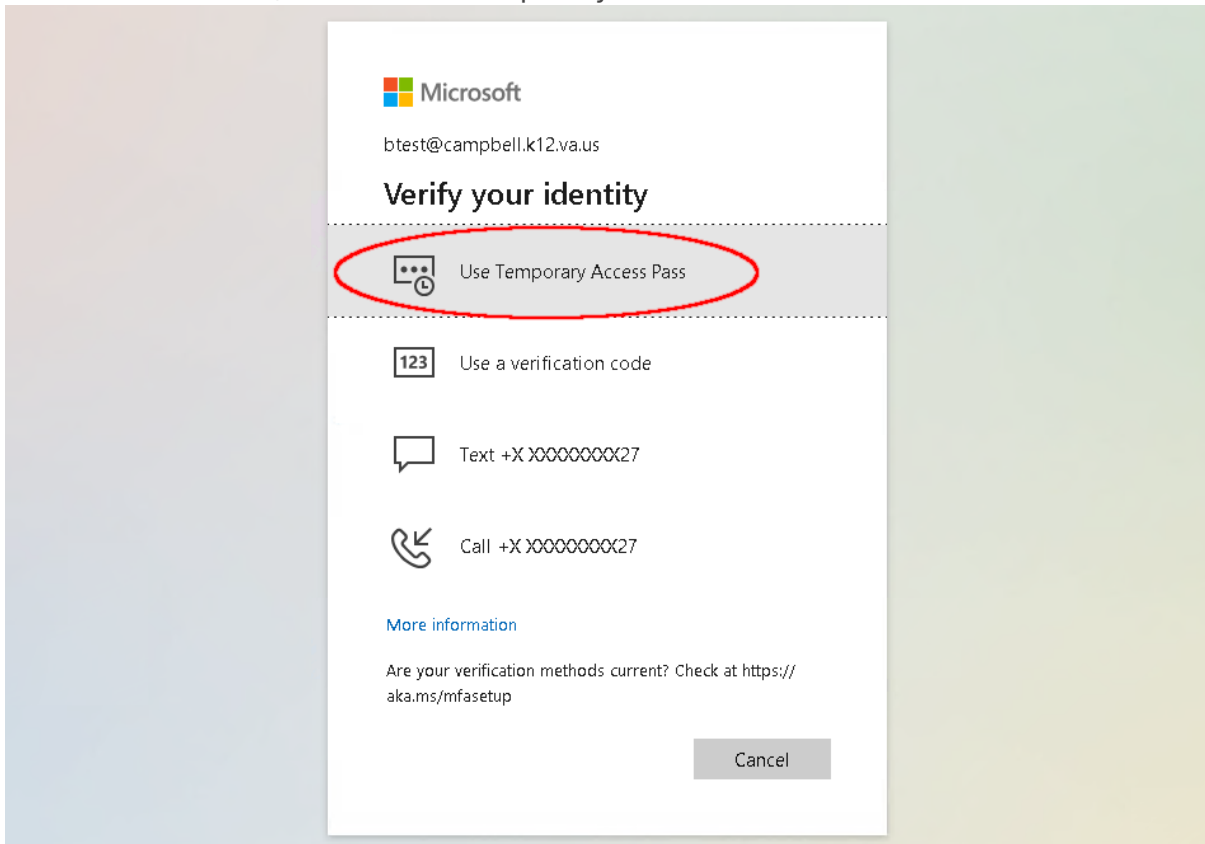
If you don't have your device used for multi-factor authentication, such as your phone or MFA fob, the Help Desk may assign you a Temporary Access Pass that can be used temporarily instead of your primary MFA device.

If you have been assigned a Temporary Access Pass, the login procedure may be slightly different than normal. Follow these steps to get logged in:

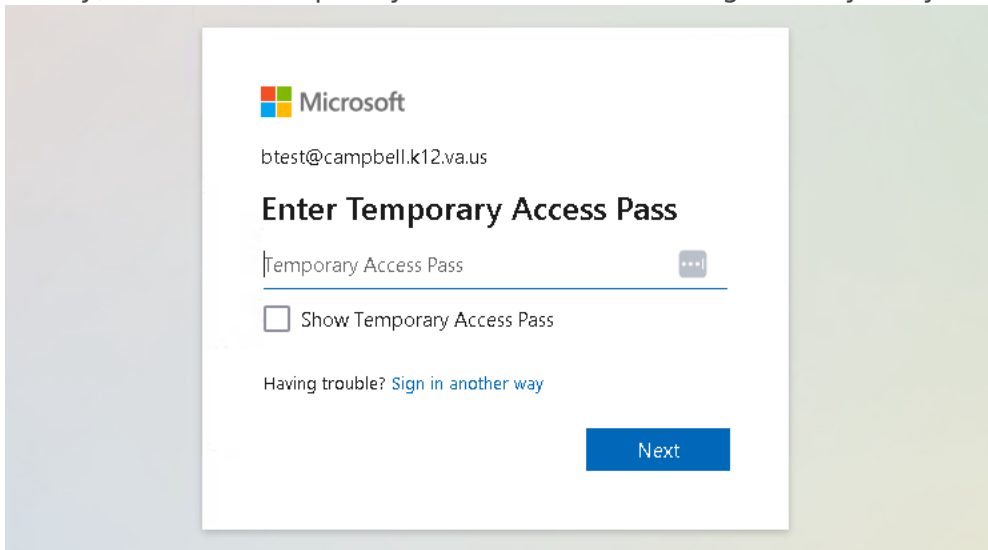
1. Enter your CCPS email address and password as normal.
2. If it asks you to enter your authentication code, click the "Sign in another way" link instead.



3. On the next screen, select "Use Temporary Access Pass"



4. Finally, enter the Temporary Access Pass that was given to you by the Help Desk.



The Temporary Access Pass is typically only valid for 8 hours from the time it was given to you. Once that time is expired, you will need to use your primary MFA device in order to sign in.

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Created 8 January 2025 15:43:05 by Clint Hunter

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This information is for the staff, students, and parents/guardians at Campbell County Public Schools. Do not share this information with anyone not included in these groups.

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