STATE OF NORTH DAKOTA

VIEW-ONLY ACCESS AGREEMENT

October 2026

I. PARTIES

The Parties to this *View-Only Access Agreement* ("*Agreement*") are the State of North Dakota, acting through its Department of Public Instruction ("NDDPI" or "State") and _____Public School District ("District"), each a "Party" and collectively the "Parties".

II. PURPOSE

The purpose of this *Agreement* is to set forth the terms for which NDDPI is provided access to participating (voluntary) District data within Infinite Campus in a view-only capacity. This view-only capability is an existing feature to the Infinite Campus platform. Execution of this *Agreement* would allow the District to provide view-only access to the District's Infinite Campus data to NDDPI. Districts who do not wish to provide such access will be tracked by NDDPI so NDDPI staff know if District access to view-only Infinite Campus data was previously authorized. View-Only Access authorized staff from NDDPI will be capped at ten (10) designated individuals (VOA NDDPI Staff") and their access will be actively logged. The District data viewed by VOA NDDPI Staff shall remain within the District's environment and the data will not be copied, aggregated for reporting/accountability reasons, or stored by NDDPI. Opting into the *Agreement* allows VOA NDDPI Staff to do the following:

1. Increase efficiency as it pertains to troubleshooting as the VOA NDDPI staff can see in real time what the District sees and not rely on screenshots or verbal/written information;
2. Reduce the burden on District staff by lowering the number of back-and-forth emails and calls. Also, screenshots or detailed information collection will be reduced to explain issues and for NDDPI to diagnose the issue;
3. Configure and assist with items/data that do not exist in the State Edition of Infinite Campus, but only exist in the District Edition;
4. More consistently serve all districts and not rely upon descriptions in emails or tickets, as NDDPI staff can attempt to discover the issue with less detailed information from the District;
5. Be more proactive in spotting configuration problems or reporting errors before state submissions instead of after;
6. Reduce the risk of sensitive information shared by other means when support is needed, such as sharing data extracts, emails, or information in support tickets.
7. Increase accuracy and effectiveness of technical assistance guides and manuals by having the exact areas and click-paths from the District Edition.

8. Increase the overall functionality, reliability, and effectiveness of Infinite Campus through informed collaboration.
9. Real-time support with live data and data input areas to decrease time needed for corrections (i.e. student enrollment data, teacher data, data needed for exports).

III. TERM AND TERMINATION

The term of this *Agreement* shall commence upon execution by both Parties and shall terminate when either Party notifies the other Party, in writing, that the *Agreement* is to be terminated. If the annual *Student Information System Agreement* ("*SIS Agreement*") required under sections 15.1-07-25.3 and 15.1-07-33 of the North Dakota Century Code is not executed, this *Agreement* shall terminate upon termination of the *SIS Agreement*. This *Agreement* is in addition to the *SIS Agreement* and cannot exist independently. Participation in this *Agreement* is completely voluntary. Additionally, Districts may immediately opt-out by disabling the ability for NDDPI view-only access in the District Edition of Infinite Campus. It is possible that the level of support and troubleshooting provided by NDDPI may not be be the same between a District that has executed this *Agreement* and a District that has chosen not to participate. NDDPI strives to serve all school districts to the best of their ability, but access can dictate ability in certain situations.

IV. *SIS AGREEMENT*

This *Agreement* shall only permit VOA NDDPI Staff to view-only access to the District's instance of Infinite Campus. However, all other terms and conditions within the *SIS Agreement* shall remain in full force and effect.

V. VOA NDDPI STAFF

NDDPI shall only permit ten (10) or less designated individuals who consistently assist school districts with the items listed under the SECTION II of this *Agreement* to have view-only access to the District's Infinite Campus data and information. A list of current VOA NDDPI Staff as it pertains to this *Agreement* can be made available to the District at any time upon request.

VI. EFFECTIVENESS.

This *Agreement* is not effective until fully executed by the Parties.

STATE OF NORTH DAKOTA	**SCHOOL DISTRICT**
Department of Public Instruction	INSERT SCHOOL DISTRICT NAME
Signature:	Signature:
Printed Name:	Printed Name:
Title:	Title:
Date:	Date: