

Certificates (SIF Unity)

Last Modified on 01/22/2026 1:37 pm CST

Tool Search: SIF Certificates

The Certificate tool allows users to import certificates that Campus does not support for their SIF connection.

Note: Maine users do not need to import or update a certificate.

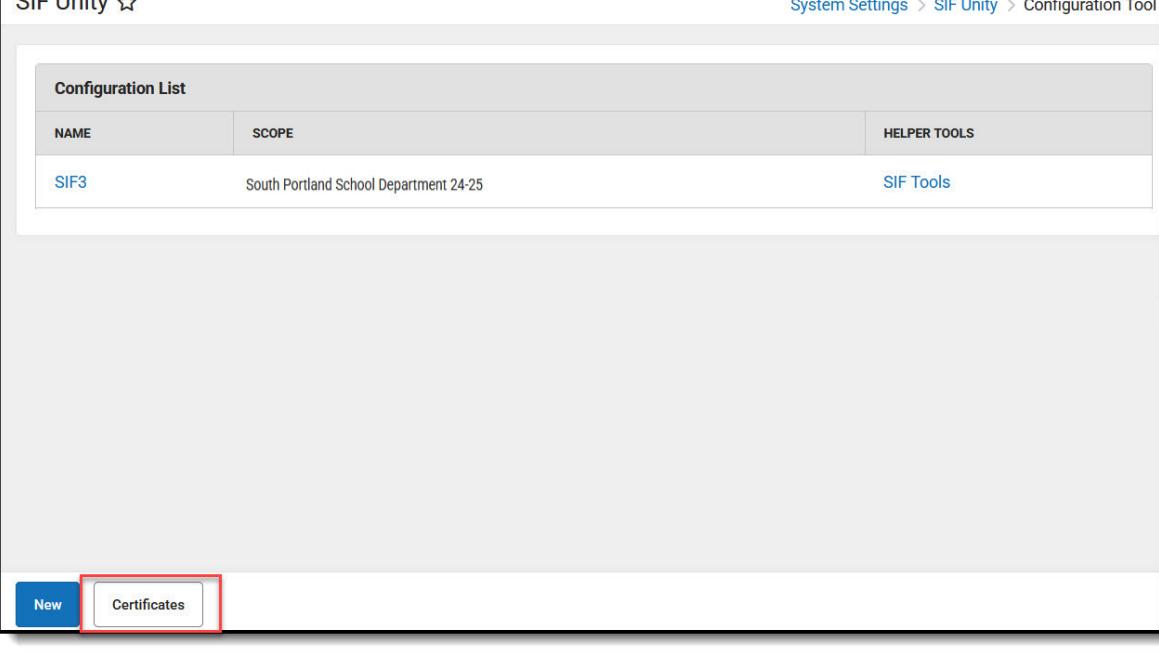
SIF Unity ☆

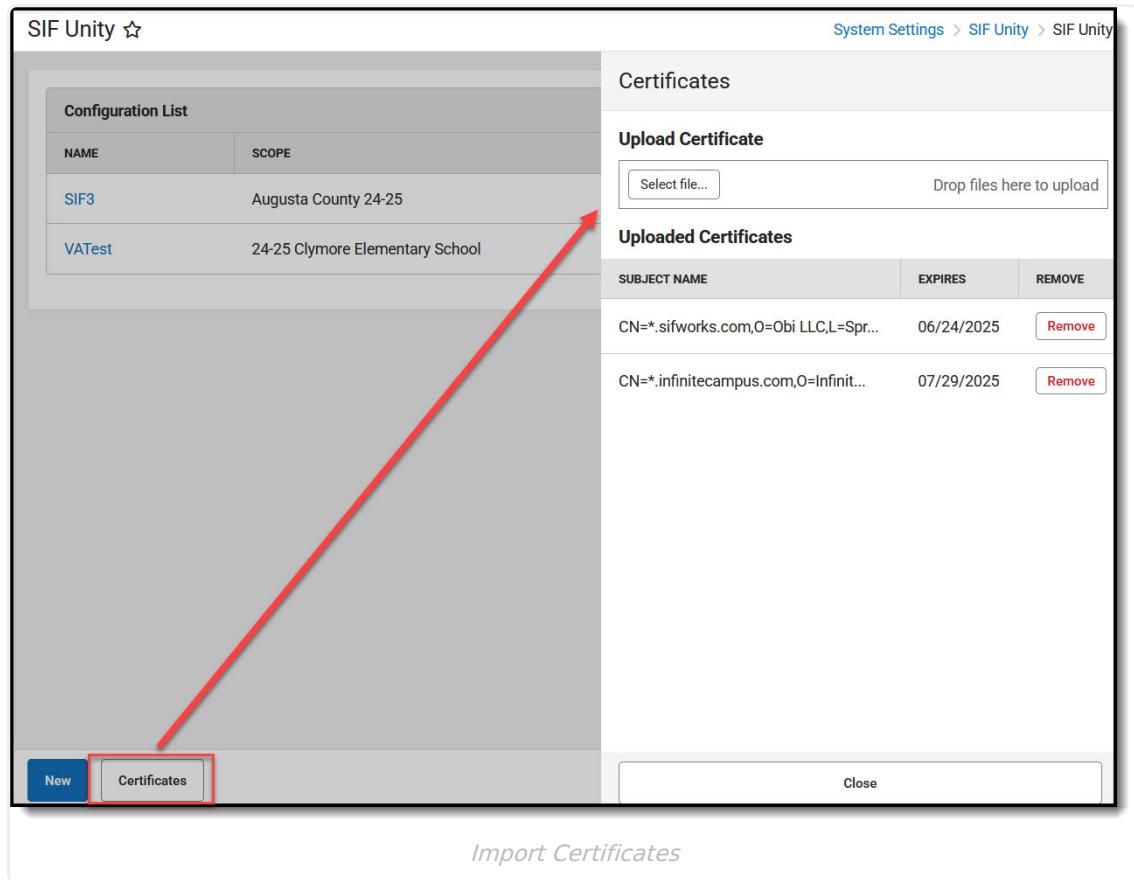
System Settings > SIF Unity > Configuration Tool

Configuration List		
NAME	SCOPE	HELPER TOOLS
SIF3	South Portland School Department 24-25	SIF Tools

New Certificates

SIF Certificates





Import New Certificates:

1. Select **Certificates** on the SIF Configuration screen.
Note: Certificates can also be imported from inside a Configuration screen.
2. Click the **Select File** button.
3. Select the Certificate that will be uploaded.
4. Select **Open**.
5. The selected certificate will be imported and appear in the Uploaded Certificates list. Select **Close**.

Update an Expiring Certificate:

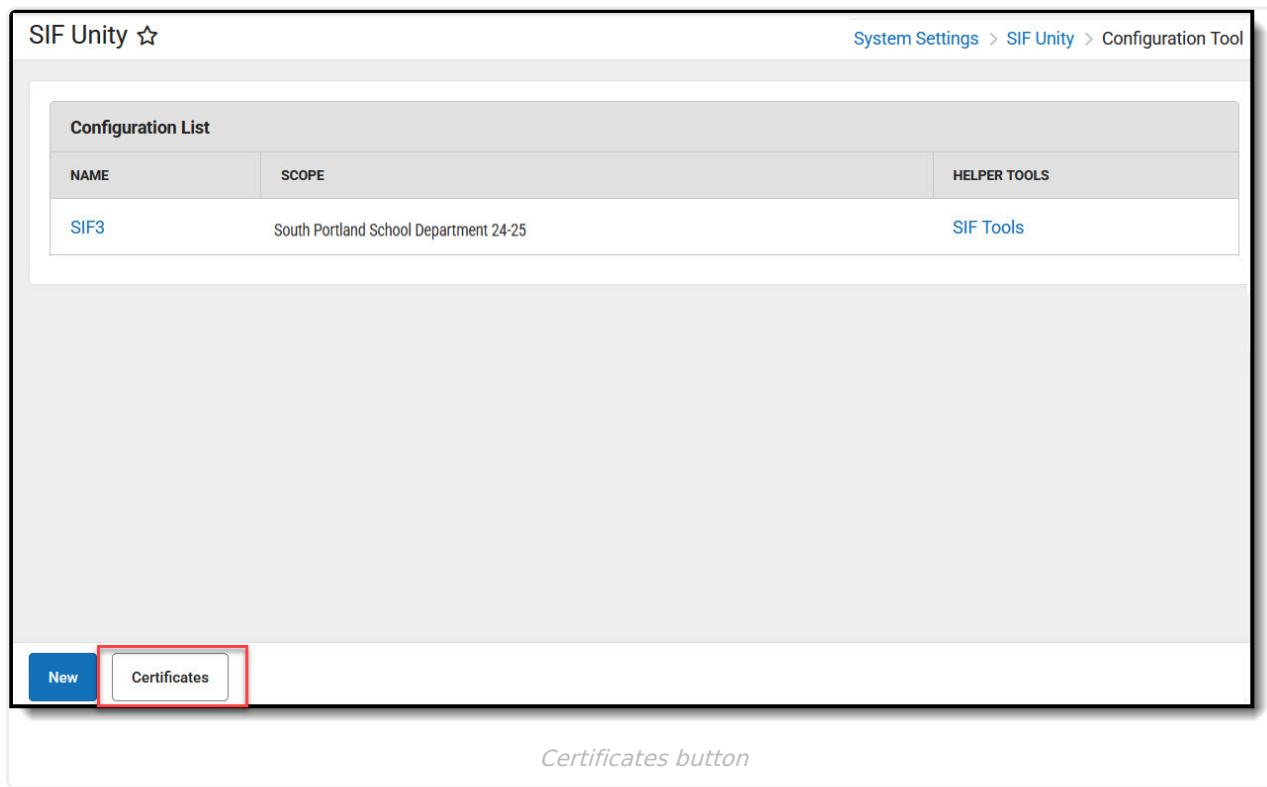
When a notification is received stating that a certificate is going to expire, please use the following steps to upload a new certificate:

Users with access to the SIF configuration tool will receive an email and an in-app notification when the certificate is about to expire.

Expiration notifications occur per the following:

- Notification every 3 days when the certificate expires within 30 - 10 days.
- Users will receive a daily email notification and in-app notification when the certificate expires within 10 days.

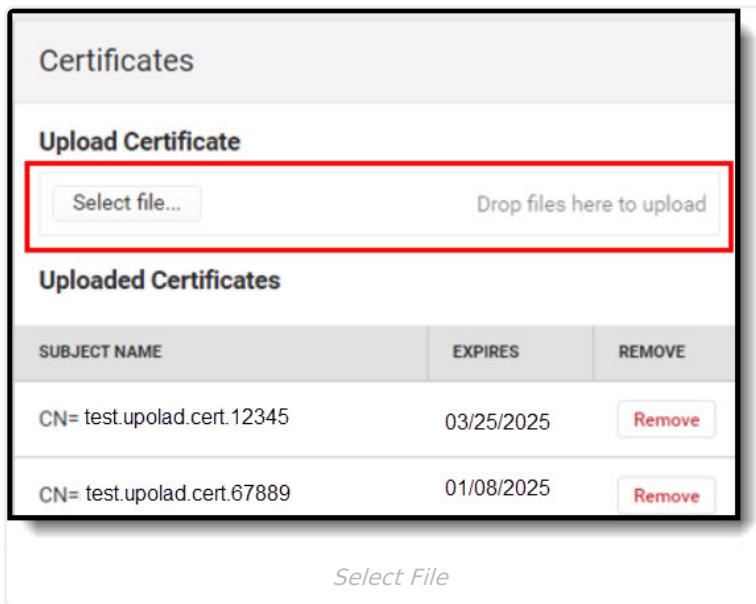
- If you have a new certificate to replace the expiring certificate:



The screenshot shows the SIF Unity Configuration Tool interface. At the top, it displays "SIF Unity ☆" and the navigation path "System Settings > SIF Unity > Configuration Tool". Below this is a table titled "Configuration List" with columns "NAME", "SCOPE", and "HELPER TOOLS". A single row is present, showing "SIF3" with "South Portland School Department 24-25" in the SCOPE column and "SIF Tools" in the HELPER TOOLS column. At the bottom of the page, there are two buttons: "New" and "Certificates". The "Certificates" button is highlighted with a red box.

Certificates button

1. Select the **Certificates** button.



The screenshot shows the "Certificates" upload interface. It has a header "Certificates" and a sub-section "Upload Certificate" with a "Select file..." button and a "Drop files here to upload" area, both of which are highlighted with a red box. Below this is a section titled "Uploaded Certificates" with a table. The table has columns "SUBJECT NAME", "EXPIRES", and "REMOVE". It lists two certificates:
1. CN= test.upolad.cert.12345, EXPIRES 03/25/2025, with a "Remove" button.
2. CN= test.upolad.cert.67889, EXPIRES 01/08/2025, with a "Remove" button.

Select File

2. Upload the new certificate by clicking on **Select file** and selecting the proper file.

Uploaded Certificates

SUBJECT NAME	EXPIRES	REMOVE
CN= test.upolad.cert.12345	03/25/2025	Remove
CN= test.upolad.cert.67889	01/08/2025	Remove

Remove Certificate

3. Remove the expiring or expired certificate from the Uploaded Certificates section by selecting **Remove**. Removing the expired certificate will stop expiration notifications.
Note: The 'Remove' button is not accessible for users that do not have 'Delete' tool rights for the selected Configuration.