

## Online Registration Annual Verification (ORAV)

Each summer, as part of the District's Online Registration Annual Verification (ORAV) process, parents and guardians of returning students **are required** to review, confirm, and/or update their household and student demographic information online via the Infinite Campus Parent Portal.

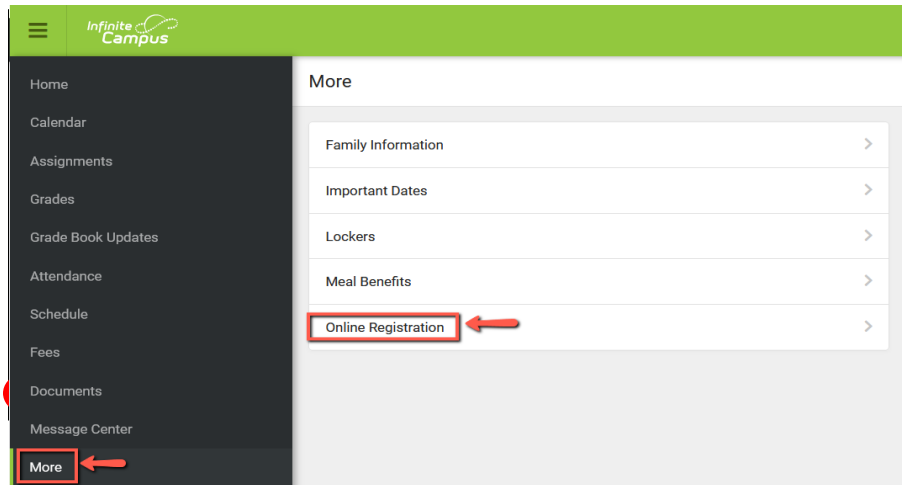
Here's what you need to know:

- ORAV must be completed between July 15th through August 18th.
- **Only a legal guardian living at the student's primary address can complete verification for that student.**
- You will need to log in to your Infinite Campus Parent Portal to complete ORAV. If you do not have a Parent Portal account, contact your child's school.
- You do not have to complete the verification at one time.
- Once you submit the verification, it cannot be edited. Make sure you have everything correct before clicking the submit button.
- Address changes will require proof of residency, please contact your child's school.

**Parents of incoming Kindergarteners and students new to the District do not need to complete ORAV, assuming they recently completed the initial Online Registration (OLR) application at the time of enrollment. If you do have a new incoming student and they are not listed in your Campus Parent Portal, there is an opportunity to add new students through this ORAV process.**

# Accessing the Online Registration:

1. Log in to Infinite **Campus Parent Portal** and choose the **More** option for the navigation menu. Then select **Online Registration**.



2. Select **Click "Start" on the next school year EXISTING STUDENT Registration**.



3. The welcome screen contains a table of all students in your household eligible for verification.

Students listed as “Included” must be verified through this process. Note that the grade listed will be for the upcoming school year.

*A student might be excluded if you are not listed as a guardian for that student, or if that student is already in another guardian’s application. If you have questions, please call the student’s school office before continuing.*

If everything looks correct, select **Begin Registration**.

## ← Online Registration | EXISTING Student Registration

This editor is to update data for students that are currently enrolled in the District. You may add new students that are registering for the select year later in the process.

Este editor es actualizar los datos de los estudiantes que actualmente están matriculados en el Distrito. Puede agregar nuevos estudiantes que están registrando para el año de selección más adelante en el proceso.

If you only want to register new students for the select year at this year, [please use the link below to go to the New Student Registration form.](#)

For new students, link will be provided later in this process.

STUDENT NAME	GRADE	INCLUDED IN NEW APP?	REASON IF NOT INCLUDED	ONLINE REGISTRATION SUBMITTED?
Student Sampler	10	yes	Included	no

Begin Registration

4. Type your first and last name into the box and click **Submit**.

Infinite Campus Online Registration

WELCOME [redacted] Please type in your first and last name in the box below.

By typing your name into the box above you attest that you are the person authenticated into this application or an authorized user of this account, and the data you are entering/verifying is accurate and true to the best of your knowledge.

IMPORTANT: Your student's school will need this number. Please make a note - YOUR APPLICATION NUMBER is [redacted]

SUBMIT

## Completing the verification

The application has several different sections. Each section may have multiple tabs to complete.

- Any field with a red \* asterisk must be completed.
- Please check all information carefully.
- Make changes to incorrect or incomplete information.
- Once a section is completed, its header will change from blue to green.
- You can make changes to completed sections by clicking on the green section header.
- You cannot skip sections or open a section until you have completed the previous section.
- After each section you will click **Save/Continue**. This will save your progress if you need to leave and come back later.

## Adding a new student

There is a button to **Add a New Student** at the bottom of the Student section. Use this to enroll students who are new to the District for the upcoming school year and not already listed in the Student section.

Add New Student

Back

Save/Continue

## Submitting the form

Once you've gone through all sections, you will submit the verification form to the school. Don't forget you can save the application and return to it later. You cannot edit an application once it has been submitted.

Once you complete the process, you will see a confirmation screen. Your form has not been submitted until you see this screen. Office staff will review and either approve your application or contact you if they need additional information. For this Annual Verification process, you will only need to contact your child's school if you have any issues or if you have a change of address.



Thank you for completing Online Registration! For a PDF copy of the submitted data, please click the link below. If this is a NEW student, it is required to contact the school(s) immediately to make an appointment to complete registration.  
[Application Summary PDF](#)

### Helpful Links:

[Campus Parent Portal](#)

[Campus Portals Information](#)

[Student Code of Conduct](#)

[Locating Your Student ID Number and FHSD Google Email Address](#)