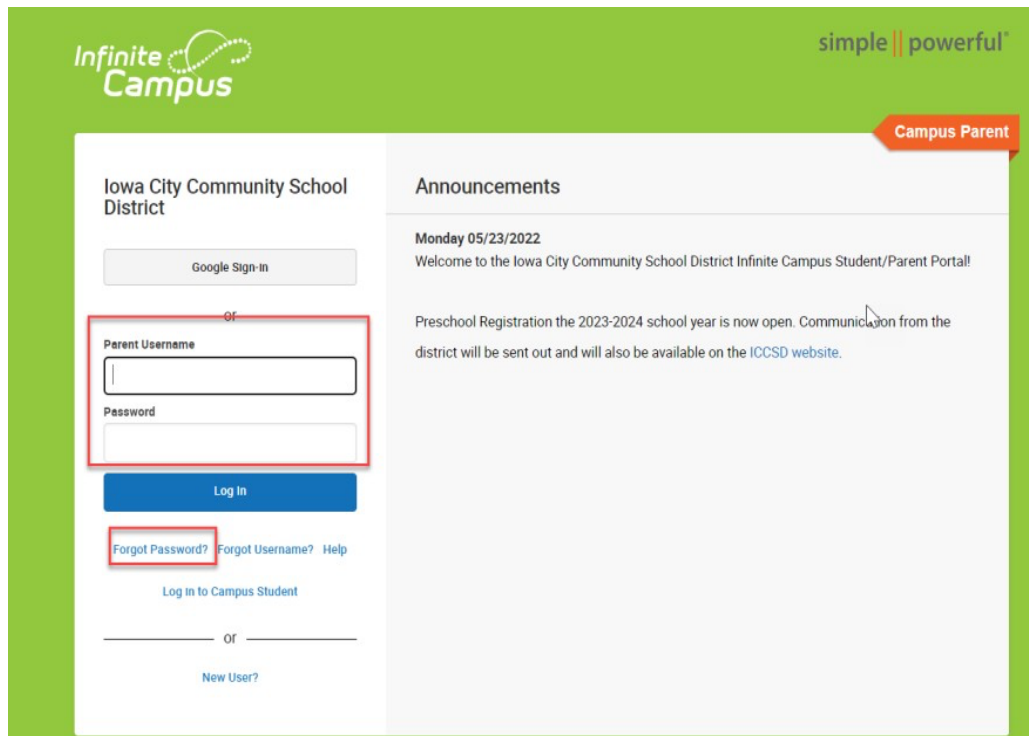


**Application for Parents/Guardians of Existing ICCSD Student(s)  
(and the Possibility of Adding the Family's New to the District ICCSD Student)**

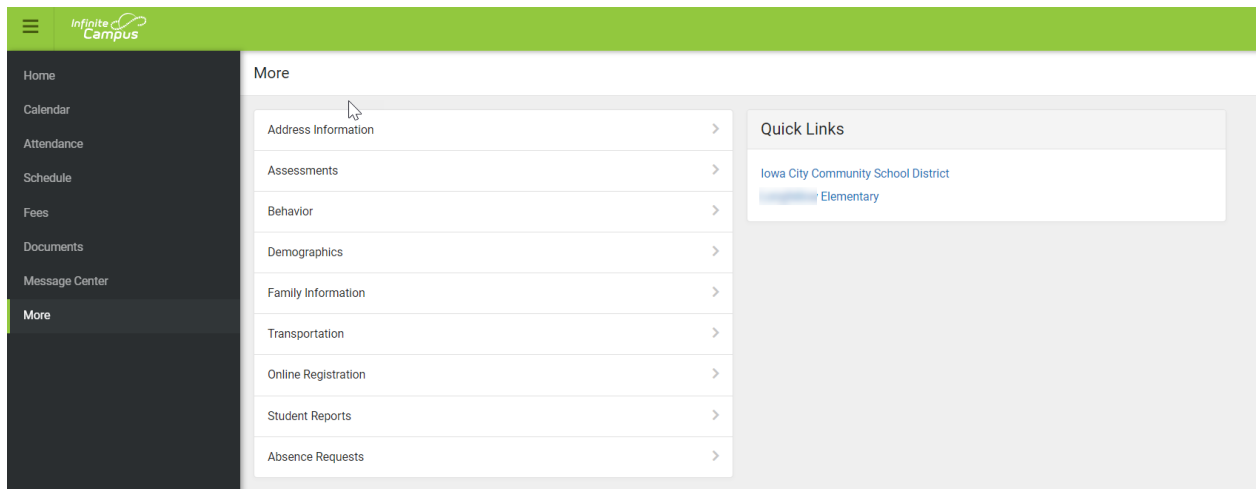
**Infinite Campus Parent Portal for ICCSD:**

- Used for parents/guardians of returning students to register for the current or upcoming school year
  - New students in the family can also be added to the existing student application
- URL: [Infinite Campus Parent Portal](#)

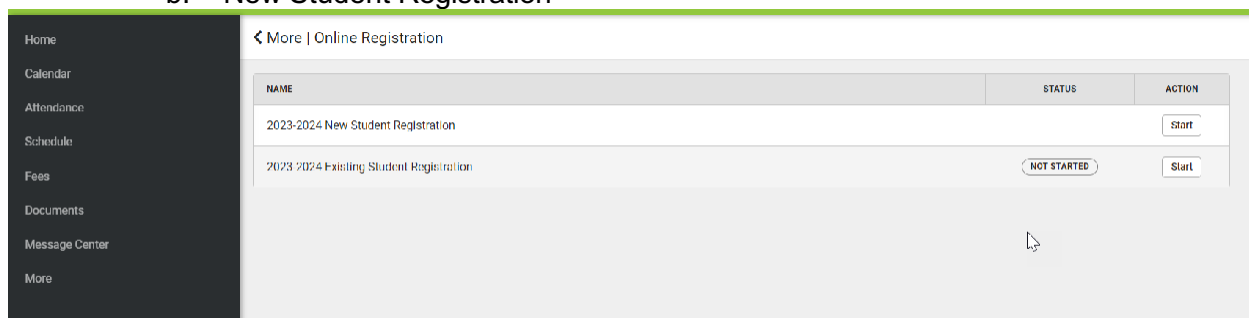


## Creating the Application for Option 1 : Existing Student(s)

1. Parents/Guardians of existing students will log in to their user account in the Infinite Campus Parent Portal
2. If the password is forgotten, click 'Forgot Password?'
  - a. An email will be sent to your security email address that was used when the initial application/ account was created
3. If you have issues logging in, please contact your student's building
4. In the Parent Portal, click More in the left-hand menu
5. Click Online Registration



6. Click 'Start' on the application needed
  - a. "Existing Student Registration" if you have district student(s) and need to register
    - i. You can add your family's new students to this application as well
  - b. "New Student Registration"



- i. This is only if you do not have any existing student(s) in the district

7. The initial screen will tell you which student(s) you are registering and if they are included in the application
  - a. Contact your student's building if there are any issues
8. Click 'Begin Registration'
9. A new window will open with the application
10. Choose the language you would like to complete the application in
11. Type your name to authenticate and authorize the application
12. Click 'Submit'
13. On the following screen, review the information and click 'Begin'
14. The application will open and you will see several tabs, one for each section of the application
15. Each tab will have expanding pleats to be completed
16. Required information will include a red asterisk beside it
17. Click Next after completing each pleat to go to the next one
18. At the end of each tab, click Save/Continue to go to the next tab
19. Once all tabs and pleats are completed and shown in green, the application is complete.
  - a. If any tab is not green, go back to the tab and review/edit the pleats
    - i. Once done, 'Save/Continue' the tab
20. Click Submit
  - a. You will be asked to confirm the submittal