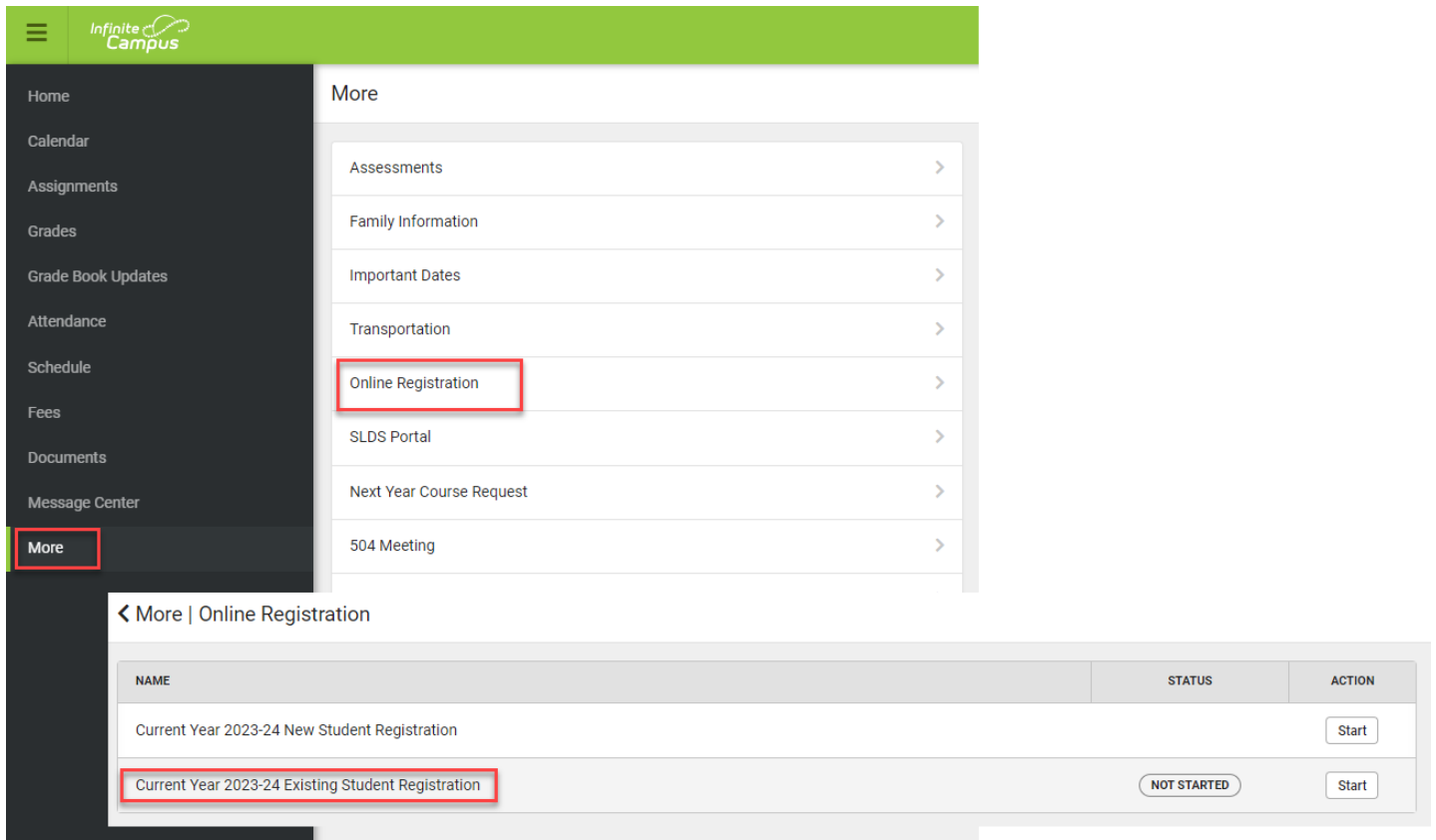# OLR Census Update

Online Registration is equipped with a Census Update (updating existing student's information) feature. Parents with an existing parent portal account can login to the portal and update information regarding their census information and answer any required questions that may need updating.
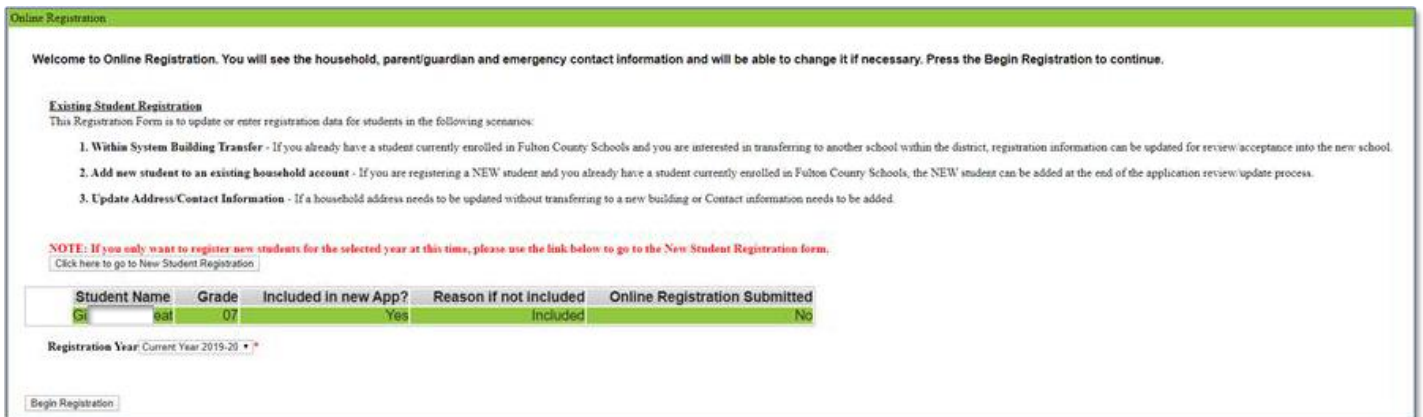
After logging into the Parent Portal, the parent will navigate to **More > Online Registration** then select "**Current Year Existing Student Registration**".

All students associated with the parent's login will be listed.

Click Begin Registration at the bottom of the page which will take you to the log in screen to select your preferred language.

Infinite Campus Online Registration

العربية | Chinese | English | Français | Korean | Portuguese | Russian | Español

رجى تحديد لغتك المفضلة.

请选择您的首选语言

Please pick your preferred language.

Veuillez choisir votre langue préférée.

원하는 언어를 선택하십시오

Por favor, escolha o seu idioma preferido

Пожалуйста, выберите предпочитаемый язык

Por favor, elija su idioma preferido.

Once the parent/guardian begins the process, the Application Type pleat is available to choose a ==Census Update==. When a parent chooses "Census Update" a comment box will be available, you will type =="Address verification"== and select next.

Student(s) Primary Household | Parent/Guardian | Emergency Contact | Student | Completed

Application Type

Please choose an application type:

- **In-System Transfer** - Existing Fulton County Student transferring to another Fulton County School.
- **Census Update** -Existing Fulton County family updating demographic information to include contact information.
- **New Student In Existing Household** - New Student to Fulton County Schools that will be added to a Household with other Students.

Will this application be for an In-System Transfer, a Census Update, or New Student in an Existing Household? Census Update

Enter details regarding the In-System Transfer or Census Update Requested.
(ie. Have you been approved for a hardship or a charter school? What demographic information will you be updating for the household?)

Next ▶

The first section to verify is the Student Primary Household. When you get to the section titled **Physical Address**, you will need to verify that the address listed is correct and upload two current proofs of residency from the approved list of items.

If the address listed is ==not correct==, you will check the box to update the address and upload the two required proofs of residency for the new address.

Physical Address

Your address as listed in the portal

☐ Click here to update the address for the household.

Persons enrolling a student shall submit **two proofs of residency** from the list of verifiable residency documents upon initial enrollment in Fulton County Schools and when there is any address change. **All proofs of residency must be provided with the parent(s)/guardian(s) name and address.** One must be a current water or electric bill and the other must show proof of residency. Parents can upload the verifiable residency documents below; however, **students are provisionally enrolled until the original documents have been verified by the enrolling school.** The principal or his or her designee may require additional proof of residency if necessary to ensure proper residency verification at any time.

Upload Current Water or Electric Bill ONLY

And one of the following to show proof of residency:

Upload Home Mortgage Bill

or

Upload Home Sales Contract

or

Upload Current Apartment/House Lease

or

Upload Section Eight/HUD Housing Document

or

Upload Current HOA Bill

◀ Previous   Next ▶

Documents Accepted

One Utility Proof
(Must Be Current)

- Electric Monthly Statement; or
- Water Monthly Statement

NOTE: Gas bills are not accepted.

+

One Residence Proof
(Must Be Current)

- Home Mortgage Bill; or
- Home Sale Contract; or
- Current Apartment/House Lease; or
- Section Eight/HUD Housing Document; or
- Current HOA Bill; or
- A current year tax bill or assessment

Continue through each section, Parent/Guardian, Emergency Contact, and Student verifying that the information from Infinite Campus is correct. Note: The application cannot be saved until all required information is entered.

All information that is updated will be automatically populated into Campus without the need for review except for the following fields:

- Changed or New Address
- New people added to include parents, emergency contacts, other household members, and students
- Students with any added medical or mental health conditions and/or medications
- Applications where there is a Parent/Guardian that has been added or removed as a guardian

If any of these fields are changed by the parent, the school will need to review the application prior to approving the parent's changes.