

Click on Start New Registration and then Next.

Infinite Campus Online Registration
English

Welcome to Gahanna-Jefferson Schools Online Registration Kiosk! Please select whether you are starting a new application or if you are returning to finish an existing application.

Start New Registration
 Return to Saved Registration

Next

Click on Registration Year and the Next.

Infinite Campus Online Registration
English

What are you registering for?

21-22

Next

Enter the Parent/Guardian Name, Guardian Date of Birth, Email address.
Click the "I'm not a Robot Box, then Begin Registration

Infinite Campus Online Registration
English

Registration Year
21-22

Parent/Guardian First Name

! First Name is required

Parent/Guardian Last Name

Date of Birth (MM/DD/YYYY)
month/day/year

Email Address
user@example.com

Previously Attended this District

I'm not a robot 
reCAPTCHA
Privacy - Terms

Begin Registration

Write down your Application Number and Click Confirm.

Infinite Campus Online Registration
English

Your confirmation number is **29130** Please write this down to assure re-entry into the registration system in case your system becomes disconnected.

Confirm

Enter your name, and click on Submit



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

By typing my name into the box below I attest that I am the person authenticated into this application or an authorized user of this account. I also pledge that I am the legal parent/guardian of the child indicated on this document and that the information I have provided is true and correct to the best of my knowledge. I am aware that the Gahanna-Jefferson Public School District may use legal means to verify my residency, including but not limited to, conducting unscheduled home visits. I agree to allow the release of housing information and utility customer information to a representative of the Gahanna-Jefferson Public School District.

I realize that should any of my above statements be false, I may be liable for any penalties that the law provides under the Criminal Code.

[redacted]

Click on Begin



Application Number 28140

Welcome to the Gahanna-Jefferson Public Schools Online Registration System. Before you begin, please gather the following:

- Household information -- address and phone numbers
- Parent information -- work and cell phone numbers, email addresses
- Student information -- demographic and health/medication information
- Emergency Contact - addresses and phone numbers.
- Birth Certificate -- birth certificate
- Medical -- Immunization Record
- Proof of Residency -- lease or mortgage statement along with gas or utility bill

***There will an opportunity to upload your student's birth certificate, immunization record and/or proof of residency during this registration. If you do not upload any of these items, you will need to bring them to your Welcome Center appointment.**

Note: Required fields are marked with a red asterisk, and the district will receive the data exactly as it is entered. Please be careful of spelling, capitalization and punctuation. Dates should be entered as MM/DD/YYYY and phone numbers as xxx-xxx-xxxx.

If you need assistance, please call The Welcome Center at (614) 643-8300 during business hours or leave a message and a representative will be back in touch with you.



Enter your Primary Phone Number and click Next.

* Indicates a required field

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

▼ Home phone

Primary Phone
() - -

Note - The district will use the primary email (labeled "Email") along with Primary and Cell phone numbers for all Parent/Guardian for all General and Emergency communications.

Next >

► Primary Address

Save/Continue

Begin to enter Primary Address Information. Type in just the number and allow the street names to come up. If you do not see your street name, enter only the first letter of the street address. Click on the correct address.

Click Save/Continue

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

▼ Primary Address

Note - PO Boxes are not accepted for physical address. Please Note: For all address changes, proof of residency must be provided to the Welcome Center at Clark Hall. Please be aware that the Gahanna-Jefferson Public School District may use legal means to verify your residency including, but not limited to, conducting unscheduled home visits. In addition, a representative of the Gahanna-Jefferson Public School District may request the release of housing information and utility customer information.

*Please begin entering your Street Number and Street Name. Addresses will populate in the box below. You must select your address (click on it) from the list provided. If your address does not appear on the list, please contact the Welcome Center at 614.643.8300

Street Number: 140 North, South, East, West: Street Name: Street Abbreviation: North, South, East, West: Apartment: City: State: Zip: Ext.: County:

Clear Address Fields

Click on your address if it appears in box

- 140 High St, Gahanna, OH 43230
- 140 Mill St, Gahanna, OH 43230
- 140 Laura Dr, Gahanna, OH 43230
- 140 Penny Ln, Gahanna, OH 43230
- 140 Regal PL, Gahanna, OH 43230

You must select an address from the list above.

Your address as entered above
140

Please upload a current gas or electric bill .

Upload Current Gas or Electric Bill

Please upload Mortgage Statement or Lease Agreement

Upload Mortgage/Lease

Please upload Current Drivers License or State ID

Upload Current Drivers License or State ID

If you do NOT upload your documents here, please have them available for your Welcome Center Appointment.

Enter the required information and click Next.

Please note: * Indicates a Required Field. You will not be able to continue until all answers are complete.

* Indicates a required field



Parent/Guardian Name:

Demographics

Enter the parent/guardian you wish to enter. Please review and complete the following:

First Name	<input type="text"/>
Middle Name	<input type="text"/>
Last Name	<input type="text"/>
Suffix	<input type="text"/>
Birth Date	<input type="text"/>
Gender	<input type="text"/>

Please check this box if this person lives at the address listed below.

140 High St
Gahanna, OH 43230

Next >

Contact Information

Military Connections

Cancel

Save/Continue

Continue this process until all the sections have been completed. You will enter information, click Next until there are no more, then you will click Save/Continue.

Please note: You must add at least ONE (1) Emergency Contact that is not a parent or guardian.

* Indicates a required field



Emergency Contact

First Name	Last Name	Gender	Completed
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IN AN EMERGENCY, if parent/guardian(s) cannot be contacted, please call one of the following Emergency Contacts listed. Proper identification will be required before a student is released to emergency contacts.

There must be at least 1 emergency contact that is not a parent or guardian and preferably a different household.

Yellow - Indicates that person is missing required information. Select the highlighted row to continue.

✓ - Indicates that person is completed.

Add New Emergency Contact

Back

You

You will enter your student's information. Continue to click Next to complete all sections. If you have more than one student to enter, click Add New Student.

If not, click Save/Continue.

* Indicates a required field



Student

First Name	Last Name	Gender	School	Completed	
LISA	HEBERT	F		✓	Edit/Review

Please include all students that need to be enrolled.

Yellow - Indicates that person is missing required information. Select the highlighted row to continue.

✓ - Indicates that person is completed.

Add New Student

Back

Save/Continue

Click on the **RED** Submit button.

Infinite Campus Online Registration

* Indicates a required field

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

You must submit your application by clicking the following button.

Submit

PLEASE NOTE: Prior to submitting your application you may verify all of the data you have entered by going back to the area in question or click on the PDF link below. Your information is not submitted until you click the submit button above. You will receive an email notification that you application was received after clicking submit application.

[Back](#)

[Application Summary.PDF](#)

Click on Confirm.

* Indicates a required field

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

You must submit your application by clicking the following button.

Submit

PLEASE NOTE: Prior to submitting your application you may verify all of the data you have entered by going back to the area in question or click on the PDF link below. Your information is not submitted until you click the submit button above. You will receive an email notification that you application was received after clicking submit application.

[Back](#)

[Application Summary.PDF](#)

Warning

Are you sure you that you are ready to submit this registration? You will not be able to enter and/or modify this information after submitting.

Confirm [Cancel](#)

You will then get an email confirmation that your enrollment has been received.

You will receive another email from **gjpwelcomecenter.org** letting you know additional documents required and a link to schedule an appointment to bring into the Welcome Center. If you do not receive this email within 3 days, please contact the Welcome Center at this email address or call 614.643.8300.

Your enrollment is **NOT COMPLETE** until you receive an email from the Welcome Center advising you of your Students ID number.