HOW TO COMPLETE ANNUAL VERIFICATION OF STUDENT DATA
THINGS TO KNOW
Parent/Guardian must have an Infinite Campus Parent Portal account to verify/update their student(s) information.
Parents/guardians who do not already have a portal account should visit https://www.dekalbschoolsga.org/infinite-campus/ for instructions.
Parents/guardians who have forgotten their portal username and/or password should click on the Forgot username? or Forgot password? link as appropriate on the portal login page

https://campus.dekalb.k12.ga.us/campus/portal/parents/dekalb.jsp
If your student is new and you do not have a Parent Portal account, go to https://www.dekalbschoolsga.org/online-registration/ to complete a New Student Registration Application.
Before you begin

ID

PROOF OF RESIDENCY
LET'S GET STARTED
Please Note: The recommended browsers for Infinite Campus are Google Chrome and Mozilla Firefox.

Go to the Infinite Campus Parent Portal website:

https://campus.dekalb.k12.ga.us/campus/portal/dekalb.jsp

Login with your username and password
Once here, click on the 3 lines in the top left corner.
And then click on “More” at the bottom left.
Click on Annual Verification to continue.
Select the correct year and click on "Start" to begin the annual verification process.

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>22-23 New Student Registration</td>
<td></td>
<td>Start</td>
</tr>
<tr>
<td>22-23 Existing Student Registration</td>
<td>COMPLETE</td>
<td>Start Another</td>
</tr>
<tr>
<td>23-24 New Student Registration</td>
<td></td>
<td>Start</td>
</tr>
<tr>
<td>23-24 Existing Student Registration</td>
<td>NOT STARTED</td>
<td>Start</td>
</tr>
</tbody>
</table>
Click on "Begin Registration"
Select your language

Infinite Campus Online Registration

Please pick your preferred language.

Veuillez choisir votre langue préférée.

कृपया अपनी पसंदीदा भाषा चुनें।

आपनी भाषा चयन गर्नुहोस्

Fadlan dooro luuqadaada aad doorbiday

Por favor, elija su idioma preferido.

Vui lòng lựa chọn ngôn ngữ phù hợp của quý vị.
Welcome

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.

Please sign on the line below.

Use your finger or your mouse to draw your name here.

Type your name here.

Click on “Submit”
Data for your currently enrolled children will populate in the verification application.

Required fields are marked with a red asterisk.*

Once you begin a tab, you must enter data in all required fields in that tab before saving.

Each tab must be completed before moving to the next tab. After the required fields for a tab have been completed, you can move freely between tabs.

Be sure to press the Save/Continue button after the completion of each Tab.

You can move forward and backward through the tabs using the Next and Previous buttons.
Click on the appropriate blue button to upload your document.

You will do this in 2 Tabs:

Student Primary Household

Student
Click on the appropriate blue button to upload your document.

You will do this in 2 Tabs:

- Student Primary Household
- Student
Be sure to click the Submit button when you are finished with your annual verification application.
Once you have submitted your application, you will see this screen.

Please check your email for a confirmation message from Infinite Campus.

Thank you for completing Online Registration! For a PDF copy of the submitted data, please click the link below.

Application Summary PDF