



OLR for Existing KUSD Families

KENOSHA UNIFIED SCHOOL DISTRICT

To begin online registration, visit www.kusd.edu/registration

Scroll to “Step 1: Complete Registration Online”. Click the blue “Register” button under the Returning Families heading.

Step 1: Complete Registration Online

All KUSD families complete registration online using our secure **Parent Portal**. Use the [boundary school locator](#) to view schools based on your home address.

New Families

If your child is new to KUSD, click the **Register** button to create an account and begin registration.

Register

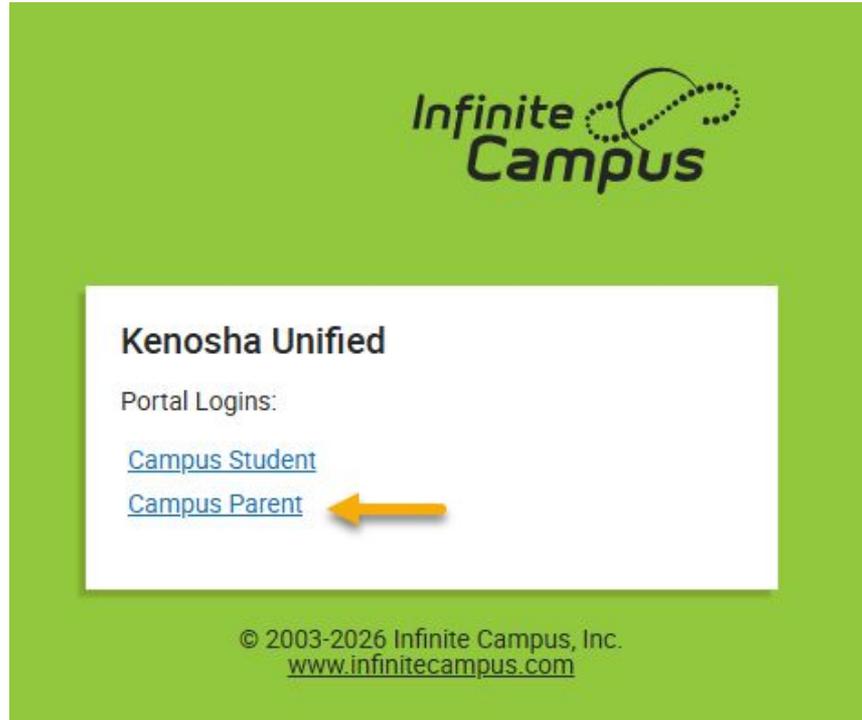
Returning Families

If your child has attended KUSD before, or if you are enrolling another child, log in to the **Parent Portal** to review and update your child’s information or add a new student.

Parent Portal



Click “Campus Parent”.



Infinite Campus

Kenosha Unified

Portal Logins:

[Campus Student](#)

[Campus Parent](#) ←

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www.infinitecampus.com

Enter your Parent Username (email address) and Password, then click “Log In”.

Campus Parent

Kenosha Unified

Single Sign-On (SSO)

or

Parent Username: **(Required)**

Password: **(Required)**

Log In

[Forgot Password?](#)
[Forgot Username?](#)
[Help](#)
[Log in to Campus Student](#)
[New User?](#)

Announcements i

Monday 11/29/2021
Refund requests will be applied to a student's outstanding balance. Remaining funds will be issued to primary guardian of the student.

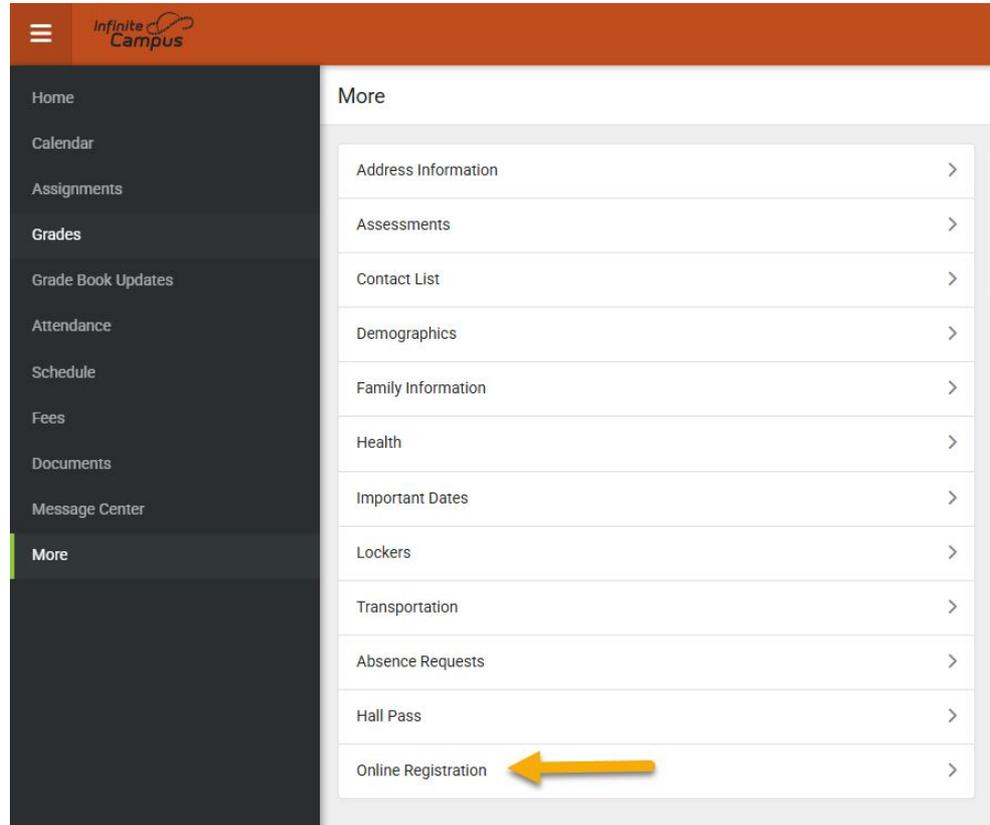
Friday 07/29/2022
Parent user name is the email you provided during registration.



Click “More” at the bottom of the left column.

The screenshot displays the Infinite Campus interface. At the top, there is an orange header with the Infinite Campus logo. Below the header is a dark grey sidebar containing a list of navigation options: Home, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Fees, Documents, Message Center, and More. A yellow arrow points to the 'More' option. The main content area is titled 'Student Profile' and contains a grid of colored squares representing data points. On the right side, there is a sidebar with three sections: 'Announcements' featuring a 'District Announcement' dated Monday 11/29/2021 with the text 'Refund requests will be applied to a student's outstanding balance. Remaining funds will be issued to primary guardian of the student.'; 'Inbox' with the message 'No messages available.'; and 'Quick Links' with links for 'Kenosha Unified' and 'Tremper High'. At the bottom of the right sidebar, there is a 'Shortcuts' section with buttons for 'Absence Requests' and 'Contact List'.

Click “Online Registration”.



The image shows a screenshot of the Infinite Campus website's navigation menu. The header is orange with the Infinite Campus logo on the left. A dark grey sidebar on the left contains a list of menu items: Home, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Fees, Documents, Message Center, and More. The 'More' item is highlighted with a green bar. To the right of the sidebar, a 'More' dropdown menu is open, displaying a list of options: Address Information, Assessments, Contact List, Demographics, Family Information, Health, Important Dates, Lockers, Transportation, Absence Requests, Hall Pass, and Online Registration. A yellow arrow points to the 'Online Registration' option at the bottom of the list.

Infinite Campus

Home

Calendar

Assignments

Grades

Grade Book Updates

Attendance

Schedule

Fees

Documents

Message Center

More

More

Address Information >

Assessments >

Contact List >

Demographics >

Family Information >

Health >

Important Dates >

Lockers >

Transportation >

Absence Requests >

Hall Pass >

Online Registration >

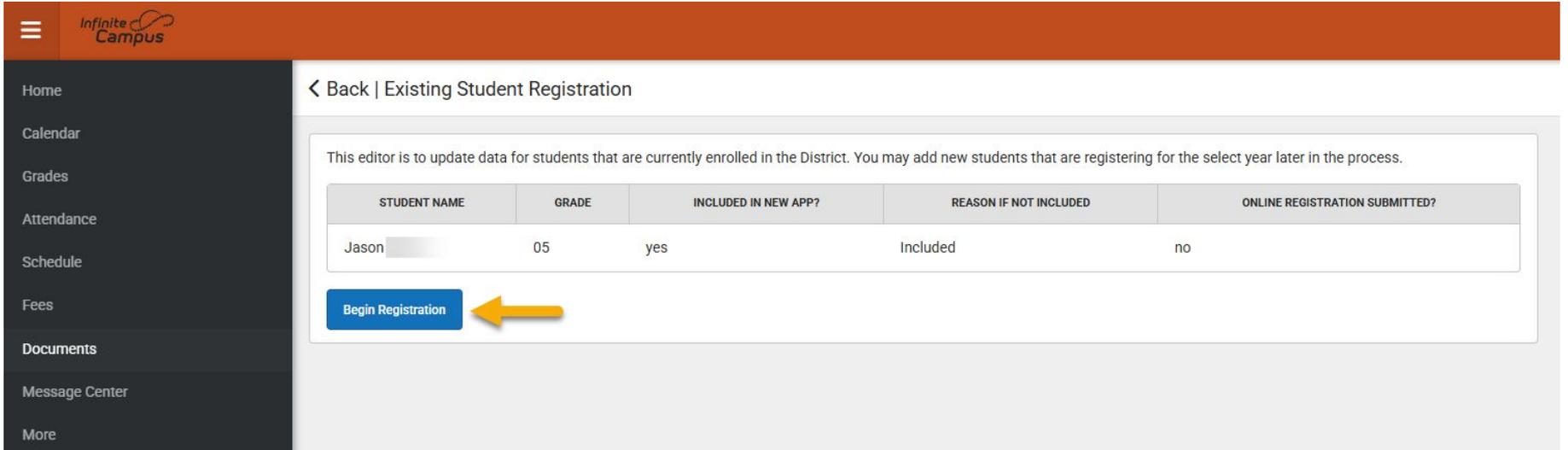
Click "Start".

The screenshot shows the Infinite Campus user interface. On the left is a dark sidebar with navigation links: Home, Calendar, Grades, Attendance, Schedule, Fees, Documents, Message Center, and More. The top navigation bar is orange and contains the Infinite Campus logo and a hamburger menu icon. The main content area has a breadcrumb trail: < Back | Online Registration. Below this is a section titled "Existing Student Registration" containing a table with the following structure:

NAME	STATUS	ACTION
26/27	NOT STARTED	<input type="button" value="Start"/>

A yellow arrow points to the "Start" button in the ACTION column of the table row.

Click “Begin Registration”.



Home

Calendar

Grades

Attendance

Schedule

Fees

Documents

Message Center

More



< Back | 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.

STUDENT NAME	GRADE	INCLUDED IN NEW APP?	REASON IF NOT INCLUDED	ONLINE REGISTRATION SUBMITTED?
Jason	05	yes	Included	no

[Begin Registration](#) 

Type your First and Last Name, then click submit.



THIS IS A NON PRODUCTION SITE

Application Number 179217

Application For 26/27

English | [Spanish](#)

* Indicates a required field

Welcome Rebecca [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.

Type Your First and Last Name to Continue *

Submit

Press “Begin”.



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Application Number 179217

Application For 26/27

English | [Spanish](#)

* Indicates a required field

On the next few pages you will be entering information about the primary household residence for your student/s. This will include the home phone number and street address. PO Boxes are not an acceptable as a household address. Please remember to bring a form of address verification for all NEW addresses or addresses that have changed from last year.

[Begin](#)



Review your primary phone number and update if necessary. Then click, **Next**”.

Infinite Campus Online Registration

THIS IS A NON PRODUCTION SITE

Application Number 179023
Application For 25/26
English | [Spanish](#)

1 2 3 4 5 6

Student(s) Primary Household Parent/Guardian Emergency Contact Non-Enrolling Household Members Student Completed

* Indicates a required field

Primary Phone —

Primary Phone *

This field is required

Next >

Home Address +

Mailing Address +

Save/Continue

Click "Yes" if your address is still current, then click next. If your address is not current, click "No" and add your new address, then click next.

Infinite Campus Online Registration

THIS IS A NON PRODUCTION SITE

Application Number 179023
Application For 25/26
English | [Spanish](#)

1 **✓** 2 **!** 3 4 5 6

Student(s) Primary Household Parent/Guardian Emergency Contact Non-Enrolling Household Members Student Completed

* Indicates a required field

✓ Primary Phone +

✓ Home Address -

Your address as listed in the portal
384 24th St
Pleasant Prairie WI 53158

Is this address current? *

Yes ▾ 

< Previous Next >

✓ Mailing Address +

Save/Continue

If you prefer mail to be sent to a different address, click “Yes” in the drop down and add the address. If not, click “No” and add a mailing address. Then click “Save/Continue”.

Infinite Campus Online Registration

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Application Number 179023
Application For 25/26
English | [Spanish](#)

✓ ! 3 4 5 6

Student(s) Primary Household Parent/Guardian Emergency Contact Non-Enrolling Household Members Student Completed

* Indicates a required field

✓ Primary Phone +

✓ Home Address +

● Mailing Address -

Does this household receive mail at a different address? *

! This field is required

< Previous

Save/Continue

Click "Incomplete" next to existing Parent/Guardian name. After reviewing all required fields, click "Save/Continue". Repeat until all existing Parent/Guardians have a green "Completed" status. Then click blue "Save/Continue" at the bottom of the screen.

Infinite Campus Online Registration
THIS IS A NON PRODUCTION SITE
Application Number 179217
Application For 26/27
English | Spanish

1 2 3 4 5 6
Student(s) Primary Household Parent/Guardian Emergency Contact Non-Enrolling Household Members Student Completed

* Indicates a required field

Parent/Guardian

FULL NAME	RECORD TYPE	COMPLETED
Rebecca	Existing	INCOMPLETE 

In order to help prevent the creation of duplicate records, please do not create new records in this section for the following people:

FULL NAME	REASON
Justir	Is a non-household guardian for one or more students in this application. Information is already in the system for this person.
Shannon	Already in this application as an Emergency Contact
Ronald	Already in this application as an Emergency Contact
Joanne	Already in this application as an Emergency Contact
Kelly	Already in this application as an Emergency Contact
Jason	Already in this application as a Student

Please list all primary Parent(s)/Guardian(s) in this area.



Click "Incomplete" next to existing Emergency Contact name. After reviewing all required fields, click "Save/Continue". Repeat until all existing Emergency Contacts have a green "Completed" status. Then click blue "Save/Continue" at the bottom of the screen.

Infinite Campus Online Registration
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Application Number 179217
Application For 26/27
English | Spanish

Progress: 1 (Completed) → 2 (Completed) → 3 (Incomplete) → 4 (Non-Enrolling Household Members) → 5 (Student) → 6 (Completed)

* Indicates a required field

Emergency Contact

FULL NAME	RECORD TYPE	COMPLETED
Shannon	Existing	INCOMPLETE
Ronald	Existing	INCOMPLETE
Joanne	Existing	INCOMPLETE
Kelly	Existing	INCOMPLETE

In order to help prevent the creation of duplicate records, please do not create new records in this section for the following people:

FULL NAME	REASON
Rebecca	Already in this application as a Parent/Guardian
Jason	Already in this application as a Student

IN AN EMERGENCY, if parent/guardian cannot be contacted, please call and/or release my child to one of the following Emergency Contacts listed. Proper identification will be required before a student is released.

The maximum number of Emergency Contacts is 4

< Back Save/Continue

Review any “New Household Member (Child not currently enrolled)”. Then click “Save/Continue.” To add another household member, click “Add New Household Member (Child not currently enrolled)”. After all non-enrolling members of the household have been reviewed, click blue “Save/Continue” at bottom of screen.

Application Number 179217
Application For 26/27
English | Spanish

Student(s) Primary Household Parent/Guardian Emergency Contact Non-Enrolling Household Members Student Completed

* Indicates a required field

Non-Enrolling Household Members

FULL NAME	RECORD TYPE	COMPLETED
No records available.		

In order to help prevent the creation of duplicate records, please do not create new records in this section for the following people:

FULL NAME	REASON
Rebecca	Already in this application as a Parent/Guardian
Shannon	Already in this application as an Emergency Contact
Ronald	Already in this application as an Emergency Contact
Joanne	Already in this application as an Emergency Contact
Kelly	Already in this application as an Emergency Contact
Jason	Already in this application as a Student

[Add New Household Member \(Child not currently enrolled\)](#)

NOTE: Please list all other members of the household who are not enrolling in this school year. Example: children under the age of 4 as of September 1st or any adult **NOT** already entered on this application that is living in the household.

[< Back](#) [Save/Continue](#)

Click "Incomplete" next to existing Student name.

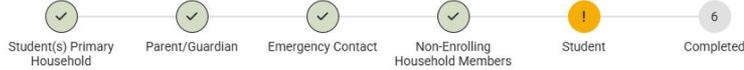
Infinite
Campus Online Registration

THIS IS A NON PRODUCTION SITE

Application Number 179217

Application For 26/27

English | Spanish



* Indicates a required field

Student

FULL NAME	SCHOOL	RECORD TYPE	COMPLETED
Jason	Whittier Elementary	Existing	INCOMPLETE

In order to help prevent the creation of duplicate records, please do not create new records in this section for the following people:

FULL NAME	REASON
Rebecca	Already in this application as a Parent/Guardian
Shannon	Already in this application as an Emergency Contact
Ronald	Already in this application as an Emergency Contact
Joanne	Already in this application as an Emergency Contact
Kelly	Already in this application as an Emergency Contact

Add New Student

Please include all students that need to be enrolled.

< Back

Save/Continue

Review Demographics, then click "Next".

Student Name: Jason [redacted]

Demographics

There will be a few steps for each student you enter. The first is general demographic information. Please verify or add the information below. Please update any information that is incorrect. Please enter the student's name exactly as it appears on the birth certificate. If your student has two last names, please enter both in the box marked "last name". Please enter both names without a dash in between.

First Name *

Middle Name
Last Name *
Suffix
Student Cell Number
Gender *
Birth Date *
Foreign Exchange

Yes, this is a foreign exchange student
 No, this is not a foreign exchange student

Enrollment Grade *

[For more information click on this link.](#)



Review Race Ethnicity, then click “Next”.

✔ Race Ethnicity

If you are re-enrolling your student and the information on this page is not correct please contact your student's school.

Is Hispanic/Latino *

Please check all that apply. At least one is required. *

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or Other Pacific Islander

White

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Next >

Complete the required "Housing" field, then click "Next".

Housing

• Is this student experiencing homelessness?

For more information please click [here](#).

*

- Yes - we are staying with family or friends, living in a motel, shelter, or car and cannot provide proof of residency.
- No - we rent/own our own home and are able to provide proof of residency.

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Next >



Review Relationships-Parents/Guardians, then click "Next".

Relationships - Parent/Guardians

At least one person must be marked as 'Guardian'.

NAME	RELATIONSHIP *	GUARDIAN	MAILING	PORTAL	MESSENGER	SECONDARY HOUSEHOLD	CONTACT SEQUENCE *
REBECCA [REDACTED]	Mother ▼	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		1 ▼

Description of Contact Preferences

Guardian - Marking this checkbox will flag this person as legal guardian to the student.

Mailing - Marking this checkbox will flag this person to receive mailings for the student.

Portal - Marking this checkbox will flag this person as a portal account, and this person will be able to view student information within the portal for this student.

Messenger - Marking this checkbox will flag this person to receive messages from the District's messenger system.

Secondary Household - Marking this checkbox will indicate that the student has a secondary household membership with this person

Contact Sequence - Adding a sequence number on contacts will prompt district staff to contact these persons in the order that you specify. Parent/Guardians should start with a sequence of 1 and Emergency Contacts should also start at a sequence of 1.

No Relationship - Marking this checkbox will indicate that this person does not share a relationship to the student. By checking this checkbox you are indicating that this person no longer has a relationship to the student. The relationship will be ended if one exists.

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Next >



Review Relationships-Emergency Contacts, then click "Next".

Relationships - Emergency Contacts

A minimum of (1) Emergency Contacts are required

NAME	RELATIONSHIP *	CONTACT SEQUENCE *
SHANNON [REDACTED]	Grandmother ▼	4 ▼
RONALD [REDACTED]	Grandfather ▼	6 ▼
JOANNE [REDACTED]	Grandmother ▼	3 ▼
KELLY [REDACTED]	Aunt ▼	5 ▼

Description of Contact Preferences

Contact Sequence - Adding a sequence number on contacts will prompt district staff to contact these persons in the order that you specify. Parent/Guardians should start with a sequence of 1 and Emergency Contacts should also start at a sequence of 1.

No Relationship - Marking this checkbox will indicate that this person does not share a relationship to the student. By checking this checkbox you are indicating that this person no longer has a relationship to the student. The relationship will be ended if one exists.

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Next >



Complete the required Health Services- Medical or Mental Health Conditions fields, then click “Next”.

Health Services - Medical or Mental Health Conditions

If your student has more than two health conditions please contact your student's school.

Does this student have any medical or mental health conditions? *

This field is required

*

Yes - I do give permission for the principal or his/her designee to contact any of the emergency contacts I have provided if my child becomes ill at school and you can not reach me by phone.

No - I do not give permission for the principal or his/her designee to contact any of the emergency contacts I have provided if my child becomes ill at school and you can not reach me by phone.

*

Yes - I do give permission to share my child's current immunization records and as they are updated in the future with the Wisconsin Immunization Registry (WIR). I understand that I may revoke this consent at any time by sending written notification to the school district. Following the date of revocation, the school district will provide no new records or updates to the WIR.

No - I do not give permission to share my child's current immunization records and as they are updated in the future with the Wisconsin Immunization Registry (WIR). I understand that I may revoke this consent at any time by sending written notification to the school district. Following the date of revocation, the school district will provide no new records or updates to the WIR.

If a serious illness or Accident occurs at school, I understand that my child will be sent by rescue squad to the emergency room. (All expenses charged by the hospital are the responsibility of the Parent/Guardian.)



Complete Health Services- Medications, then click "Next".

Health Services - Medications

Please list all Medications your student is currently taking

Does this student take any medications? *

No



< Previous

Next >



Review Concerning Disclosure of Student Data, then click “Next”.

Concerning Disclosure of Student Data

Notice is hereby given to all parents and guardians of student age 17 or under and students themselves age 18 or older that the following have been designated Directory Data that may be released to the public including military recruiters and higher education institutions.

The student's name, address, household telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous school attended by the student, and the student's ID photo.

- *
- Yes - I agree that my student's Directory Data may be released.
 - No - I do not agree to release my student's Directory Data.

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Next >



Complete Yearbook field, then click "Next".

Yearbook

Each year our schools may produce an annual year book that includes the names and photos of all of the students that attended that year. If you would like your child's name and photo to be excluded from the yearbook please check the appropriate box below. Please note that if your child participates in any public activities during the school year such as Athletics, Theater, etc. it is possible that they may appear in the yearbook

*

- Yes – My child's photo and name can be included in the annual yearbook
- No – My child's photo and name may not be included in the annual yearbook

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Next >



Complete required Behavior Records Retention fields, then click "Next".

Behavior Records Retention

Laws concerning pupil records and their confidentiality govern the maintenance and destruction of such records. Wisconsin Statute 118.125 Section 3 requires that "behavioral" records be destroyed one year after the student ceases to be enrolled in the school, unless permission is granted in writing to maintain them for a longer period.

"Behavioral records mean those pupil records which include psychological tests; personality evaluations; records of conversations; any written statement relating specifically to an individual pupil's behavior; tests relating specifically to achievement or measurement of ability; the pupil's physical health records other than immunization records or lead screening records required under s. 254.162, law enforcement officers; records obtained under s. 48.396(1)(b)2, (c)3, and any other pupil records that are not progress records," Wis. Stat. sec. 118.125(1)(a).

Please note that if a student leaves the Kenosha Unified School District and the receiving school requests records, all records are mailed as required by law, even though this form is in the student cumulative records. Nevertheless, it is highly recommended that the "permission to retain behavior records" is on file for each student. This will insure that records not requested will be retained up to five years after leaving KUSD and be available in the event the student returns to KUSD. If this form is not on file, records will be destroyed one year after leaving KUSD.

*

- I hereby request and authorize Kenosha Unified School District to retain behavioral records for five years.
- I hereby request and authorize Kenosha Unified School District to retain behavioral records for one year.

< Previous

Next >



Complete required Internet/Computer Device Access fields, then click “Next”.

Internet/Computer Device Access

Click on one of the buttons below to replace the current student’s information in this section with the corresponding information of the student listed on the button.

Copy from

Can your students access the internet on their primary learning device at home? *

What is the primary type of internet used at the residence? *

Can the student stream a video on their primary learning device without interruption? *

What device does the student most often use to complete school work at home? *

Is the primary learning device a personal device or school-provided? Is the primary device shared with anyone else in the household? *



Complete required District Policy Acceptance fields, then click "Save/Continue".

District Policy Acceptance

Parent Acknowledgment of Classroom Code of Conduct

To review the KUSD policies regarding the Classroom Code of Conduct click [here](#), or to view all policies, go to [here](#)

I have reviewed the KUSD policies regarding Student Behavior Expectations *

Parent Acknowledgment of Student Device Monitoring

Any KUSD owned and issued district device is to be used solely for educational benefit and will be properly filtered and monitored to ensure compliance with federal guidelines on and off the KUSD network. While the district respects the privacy and security needs of all individuals, authorized district representatives may review, audit, intercept, access and/or disclose all communications created, received or sent using district technology (including email, website history, etc.)

I have reviewed the above statement. *

Student Acceptable Use Policy

To view this policy in a new window click [here](#), or to view all policies, go to <https://www.kusd.edu/board-education/school-board-policy>.

I have reviewed School Board Policy 6633: STUDENT TECHNOLOGY ACCEPTABLE USE POLICY with my son/daughter. *

You are now complete. Please click save to add a new student or click save then save again to finish.

Annual Notices

To review KUSD annual notices click [here](#).

I have reviewed the annual notices. *

[< Previous](#)

[Cancel](#) [Save/Continue](#) 

To add another student, press “Add New Student” and complete all required fields. Repeat as needed. After adding all new students, press “Save/Continue” at bottom of screen.

Infinite Campus Online Registration
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Application Number 179217
Application For 26/27
English | Spanish

Progress: Student(s) Primary Household, Parent/Guardian, Emergency Contact, Non-Enrolling Household Members, **5 Student**, 6 Completed

* Indicates a required field

Student

FULL NAME	SCHOOL	RECORD TYPE	COMPLETED
Jason	Whittier Elementary	Existing	COMPLETED >

In order to help prevent the creation of duplicate records, please do not create new records in this section for the following people:

FULL NAME	REASON
Rebecca	Already in this application as a Parent/Guardian
Shannon	Already in this application as an Emergency Contact
Ronald	Already in this application as an Emergency Contact
Joanne	Already in this application as an Emergency Contact
Kelly	Already in this application as an Emergency Contact

←

Please include all students that need to be enrolled.

< Back ←

Press “Submit” to complete the application.

Infinite Campus Online Registration

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Application Number 179217
Application For 26/27
English | [Spanish](#)

✓ Student(s) Primary Household ✓ Parent/Guardian ✓ Emergency Contact ✓ Non-Enrolling Household Members ✓ Student **6** Completed

* Indicates a required field

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 your application was received after clicking submit application.

You must submit your application by clicking the following button.

←

For a PDF copy of the submitted data, click “Application Summary PDF”.

Infinite
Campus Online Registration

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

[Application Summary PDF](#)



THANK YOU

Any questions?

Contact Helpdesk at:
262-359-7700 • helpdesk@kUSD.edu



kUSD.edu



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[KenoshaSchools](https://www.youtube.com/KenoshaSchools)