

**Infinite Campus** is the Dubuque Community School District's official student information system and is designed to give you online access to academic information and other resources from the school district. It is also the place to go for online student registration.

**To begin online registration, you must have an Infinite Campus account.**

» If you do not have an account, please contact your home school to request access.



**QUICK and  
CONVENIENT**

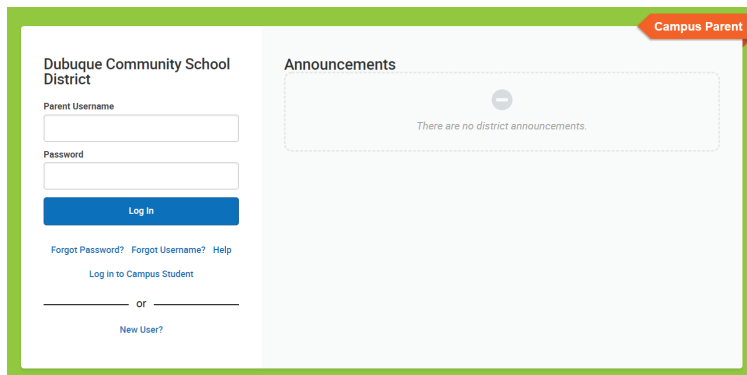
You can register your student(s) any time, day or night, from any computer with an internet connection.

## GET STARTED

- ① Open your web browser and go to **www.dbqschools.org/registration**.
- ② Click on the REGISTER NOW! link to open the Infinite Campus parent portal.

## LOG IN

- ③ Sign in using your Infinite Campus username and password.

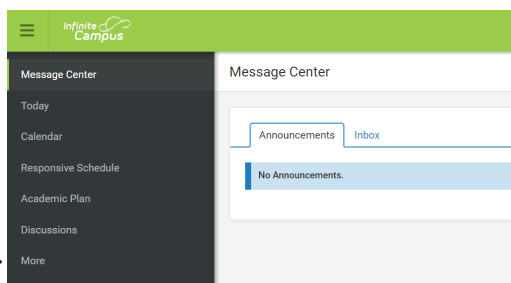



**NOTE:** Each first contact listed for a student in the district received a username and password to access Infinite Campus.

- » **If you have already logged in and created a new password**, you will use that password to access Infinite Campus.
- » **If you have not logged in and created a new password**, you will use the default password provided by the district.
- » **If you do not remember your username or password**, click on the "Forgot your username?" or "Forgot your password?" links found on the login page to retrieve your username or reset your password. If you need further assistance, please contact your home school.

## OPEN ONLINE REGISTRATION

- ④ Click on the MORE link from the left navigation bar and then select ONLINE REGISTRATION from the the menu.




## BEGIN REGISTRATION

- ⑤ Each of the students in your household will be listed. Select the school year you wish to register for from the Registration Year drop-down and click on the **Begin Registration** button.
- ⑥ You will be prompted to review an authentication agreement. Type your first and last name in the box provided and click the **Submit** button.
- ⑦ Review the registration notes to ensure you have all of the information needed to complete the entire registration. Click the **Begin** button.

## REVIEW AND VERIFY INFORMATION

- ⑧ Online registration is divided into sections, each containing a series of pleats for you to review, update and/or add information. To advance through the sections, you must complete every pleat in each section and click on the **Save/Continue** button to move to the next step.

## COMPLETE REGISTRATION

- ⑨ You may review the registration by downloading a PDF summary. Click the Submit button to complete the registration. Once submitted, a final PDF summary of the registration may be downloaded for your records.

## PAY FEES and COMPLETE FORMS

- ⑩ The final screen contains links to the district registration webpage, as well as the registration checklist. Be sure to visit both to find details on paying for student fees and meals, completing required and optional forms, and meal program and fee waiver information.