

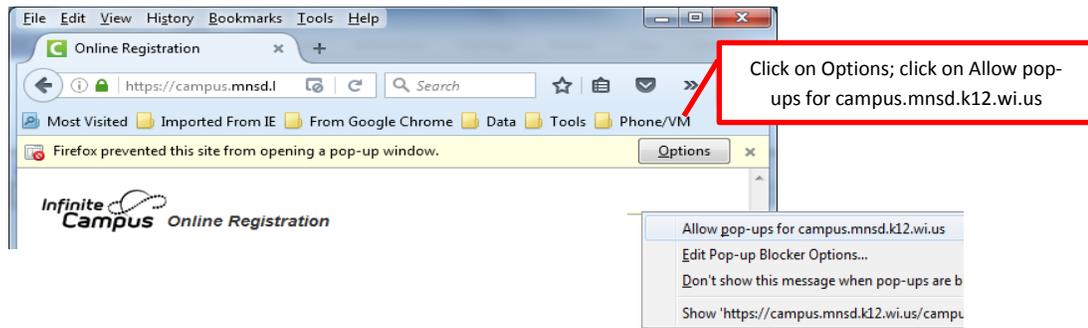
**ONLINE REGISTRATION
MUSKEGO-NORWAY SCHOOL DISTRICT**

1. Using a browser that is **NOT** Internet Explorer (Firefox or Chrome is recommended), go to:
https://campus.mnsd.k12.wi.us/campus/OLRLoginKiosk/muskego_norway
NOTES: The link is case sensitive. This should be completed on a computer—not a mobile device. Also, make sure your browser allows pop-ups for this site.
2. The following window will display. Please complete accordingly with parent/guardian information. Enter the text from the picture and click on Begin Registration.

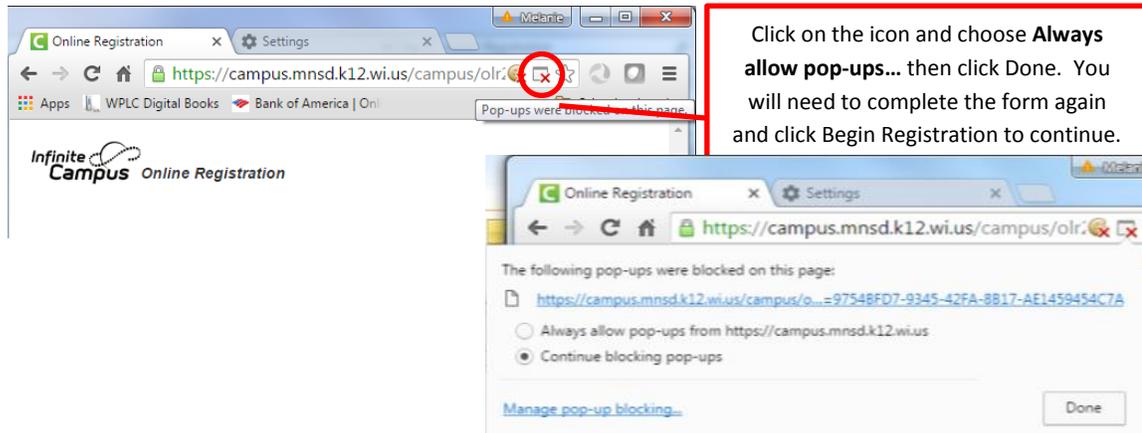
Infinite Campus Online Registration

Please complete the information below to begin the registration process.	
Parent/Guardian First Name	<input type="text"/>
Parent/Guardian Last Name	<input type="text"/>
Parent/Guardian Date of Birth (MM/DD/YYYY)	<input type="text"/>
Student(s) Registration Year	<input type="text"/>
Parent/Guardian Email Address	<input type="text"/>
Please check this box if any student being entered has attended a school in this district in the past.	<input type="checkbox"/>
Please type the characters you see displayed in the image below	
	
<input type="text"/>	
<input type="button" value="Begin Registration"/>	

NOTE: If nothing happens after clicking on “Begin Registration,” check the address bar to see if your browser blocked the pop-up. If so, select to allow pop-ups.
Firefox – the blocked pop-up will look like this:



Chrome – the blocked pop-up will look like this:



3. You will receive a confirmation number, which you will want to note in case you need to return to the application. This number is also displayed throughout the application in the top right corner.
4. Continue through the prompts—pressing Next and Save to advance—to complete the application. Here are some items to note:
 - Do not use ALL CAPS or all lowercase—use upper case where appropriate.
 - Required fields are marked with a red asterisk (*).
 - When entering a phone number, do not press Tab—it will automatically advance.
5. Household tab:

Infinite Campus Online Registration

* Indicates a required field

▼ Household → ✓ Parent → ✓ Emergency Contact → ✓ Other Household → ✓ Student → ✓ Review

▶ Home Phone

▼ Home Address

*Please verify or add the information below. Please update any information that is incorrect.

Number	Prefix	Street	Tag	Direction	Apartment
S87 W18067 *		Woods *	Rd		
City	State	Zip	Ext.	County	
Muskego *	WI *	53150 *			

Click on your address if it appears in box

Your address as entered above
S87 W18067 Woods Rd
Muskego, WI 53150

When entering the Home Address, please add a space between the south and west numbers in the Number field, as that is how addresses are in our database. As you begin entering the address, you will see suggestions. Please select your address if you see it; if not, continue to enter as a new address.

6. If a student lives in two households, enter both parents in the Parent section. There is a checkbox that should be deselected for the parent that does not reside in the household listed.

Then, in the Student section in Relationships, check the box for Secondary Household if the student lives with that parent/guardian less than 50% of the time.

- a. **Do not enter parents/guardians in the Emergency Contact section.** Parents/guardians are contacted first unless otherwise directed.
 - b. On the Other Household tab, please enter younger siblings who are not yet of school age and **include birthdate.** This will allow the district to contact you when it is time for them to register for school.
7. When the application is complete, click on the SUBMIT button to complete the application process. If desired, choose to print the Application Summary as a record of your application.
 8. If you need to return to the application, go to the following URL and enter the confirmation number you received in step 2, as well as all the information you originally entered:
https://campus.mnsd.k12.wi.us/campus/OLRLoginKiosk/muskego_norway