Flandreau School District Registration Instructions

Prerequisites

1. If you do not have a Parent Portal account set one up, or if you have forgotten your password and need to reset it.
   a. Get a Parent Portal account from Brenda Whipkey by calling the school 605-997-3263 and asking for her.
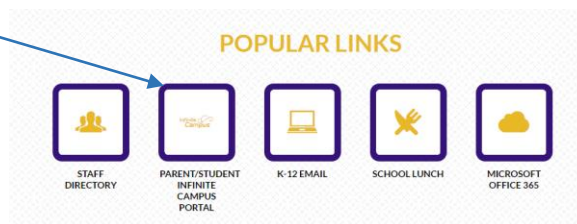
      Username = your first name. last name.

      Ex. john.steinbeck

   b. Password = a simple two-word phrase that you can remember works best.
      i. At least 9 letters total
      ii. Can include spaces.
      iii. Doesn't have to have multiple symbols or a mix of upper- and lower-case characters but it can.
      iv. Please don't use the example as your password.

      Ex. wrath grapes

2. Gather the following information.
   a. Address and phone numbers of Parent/Guardian.
   b. Work and cell phone numbers, email addresses.
   c. Student health/medication information.
   d. At least two emergency contacts addresses and phone numbers.

Registration

1. Log in to the Parent Portal
   a. Log in on the Infinite Campus Parent Portal on a smartphone (can be found in the app store for the device).
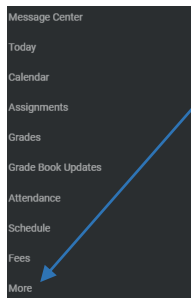
      Or

   b. *Click on the Infinite Campus Icon in the middle (Popular Links) of the Flandreau School Web Page.*

POPULAR LINKS

STAFF DIRECTORY | PARENT/STUDENT INFINITE CAMPUS PORTAL | K-12 EMAIL | SCHOOL LUNCH | MICROSOFT OFFICE 365
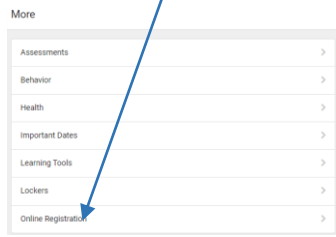
Note

The Infinite Campus App is helpful for checking grades, attendance and getting other information. However, while it is possible to complete online registration with a smartphone using the app, most people find using the Parent Portal on a computer easier for entering information.

2. On the left side menu choose More

Message Center
Today
Calendar
Assignments
Grades
Grade Book Updates
Attendance
Schedule
Fees
More

3. Choose Online Registration from the "More" menu on the main Screen.

4. Press Start 23-24 Online Registration Existing Student Registration.

5. The students in your household should appear.

6. Click Begin Registration.

7. Note the application number, choose English or Spanish to for your instructions.

8. Choose Begin
    a. Complete the Student Primary Household information.
        i. Primary Phone > Press next after data entered.
        ii. Home Address > Press next after data entered.
        iii. Mailing Address > Press next after data entered.
        iv. Press Save
    b. Complete the Parent/Guardian information.
    c. Complete the Emergency Contact information.
    d. Complete the Student information section.

9. Press Submit when you are finished.