

## Online Registration

<u>ALL</u> returning Melton students <u>MUST</u> register for the 2022/2023 school year <u>online!!!</u>

## Thank you if you have already completed this process.

- It is easy and only needs to be done <u>ONE</u> time per family regardless if children are in different schools. Please remember you must be a guardian in the Primary household to complete registration.
  - 1) Please go to: <u>www.washoeschools.net</u>
  - 2) Log into your Infinite Campus Parent Portal --- Chrome works best.\*Call the office if you need your username, password, or Activation Key Code.
  - 3) Once in the Parent Portal, on left hand side of screen, click "More" and then click on "Online Registration" and follow instructions.

Please make every effort to complete by: Friday, Feb. 18<sup>th</sup>

- If you need <u>help</u> accessing a computer or need assistance in registering, there will be a computer available in the office.
- Please let me know if you are <u>NOT</u> returning to Melton next school year.
- I will be monitoring <u>Infinite Campus</u> closely to ensure registration has been completed.
  ⇒ Your child <u>WILL NOT</u> be assigned a teacher for next year until OLR process is complete.
- <u>5<sup>th</sup> Grade Parents</u>: Billinghurst MS will be in touch during the summer with details for a smooth transition to Middle School. OLR <u>MUST</u> be completed before school can schedule students in classes.
- Any questions please call the office at 775-746-7440 or email jcomphel@washoeschools.net.