

Online Annual Registration for Returning Students

Online Annual Registration is for parents/guardians of returning students and parents/guardians of new students that have completed enrollment paperwork with the district registrar.

If you have a returning student and another child in the household who is new to Menasha Joint School District, you will be able to add that child as a new student at this time.

Please note the following:

- A Campus Parent portal account is needed for online registration.
- A valid email address is needed for the portal account. If you do not have an email address, you can create a free one through Google Gmail or Yahoo.
- If you do not have a Campus Parent account, contact your school secretary.

Banta Elementary – 920-967-1880
Butte des Morts Elementary – 920-967-1900
Clovis Grove Elementary – 920-967-1950
Gegan Elementary – 920-967-1360

Jefferson Elementary – 920-967-1660
Nicolet Elementary – 920-967-1710
Maplewood Middle School – 920-967-1600
Menasha High School – 920-967-1800

- If you need assistance with your username and/or password, contact Brooke Mader at 920-967-1408 or email MaderB@mjsd.k12.wi.us.
- **Use a desktop or laptop computer. Mobile devices are not recommended.**
- Recommended internet browsers are Google Chrome and Firefox, although you can use Internet Explorer, it is not recommended. Allow pop-ups.
- Menasha Public Library has computers available for public use.
- Follow instructions as you move through the online registration process.

To get started, go the Menasha Joint School District website www.mjsd.k12.wi.us and click on the Infinite Campus Campus Portal Login icon located on the home page.



Click on Campus Parent.

A screenshot of the Infinite Campus login page. The page has a green header with the "Infinite Campus" logo. Below the header, it says "Menasha Joint School District". Underneath, it says "Log in to". There are two blue buttons: "Campus Student" and "Campus Parent". The "Campus Parent" button is highlighted with a mouse cursor. There is an "or" separator between the two buttons.

Enter your username and password to sign in.

Menasha Joint School District

Parent Username

Password

[Log In](#)

[Forgot Password?](#) [Forgot Username?](#) [Help](#)

[Log in to Campus Student](#)

_____ or _____

[New User?](#)

Announcement

Wednesday July 1
Online Payments has
deleted at the time o

Sunday July 14, 2

On the left menu, click on More at the bottom of the menu list. Click on Online Registration to get started.

- Message Center
- Today
- Calendar
- Assignments
- Grades
- Grade Book Updates
- Attendance
- Schedule
- Responsive Schedule
- Food Service
- Fees
- Reports
- Discussions
- More**

More

- Address Information
- Assessments
- Demographics
- Family Information
- Important Dates
- Lockers
- Meal Benefits
- Online Registration**

Select Existing Student Registration to update student information and confirm enrollment for the upcoming year. If you need to add a new student, you can do this in Existing Student Registration also.



Online Enrollment/Annual Registration

Please select from the following:

Register student(s) who are currently enrolled in this district. **OR** Enroll new student(s) who have never been enrolled in this district.

[Click here to go to Existing Student Registration.](#)

[Click here to go to New Student Enrollment](#)



Verify that all of your students are included in the app and online registration has not already been submitted. For assistance call 967-1409 or 967-1408.



Online Enrollment/Annual Registration

Welcome to Online Enrollment/Annual Registration. Please review your household, parent/guardian and emergency contact information and make any necessary changes. Press the Begin Enrollment/Registration button to continue.

Existing Student Annual Registration

You will be updating information for students that are currently enrolled in the Menasha Joint School District.

If you only want to enroll new students for the select year at this time, please use the link below to go to the New Student Enrollment form.

[Click here to go to New Student Enrollment](#)

Student Name	Grade	Included in new App?	Reason if not included	Online Registration Submitted
[REDACTED]	05	yes	Included	no
[REDACTED]	08	yes	Included	no

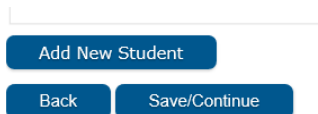
Enrollment/Annual Registration Year: 2019-2020 current year

[Begin Enrollment/Registration](#)

Carefully read instructions and move through the screens verifying or updating information. If at any time a name appears in **Yellow**, that person is missing required information. Select Edit/Review to review and make changes. At the bottom of each screen click Next or Save/Continue to move on. Skipping or moving ahead is not allowed if required information is missing.

- Verify/update Parent/Guardian information
- Verify/update Household information
- Verify/update/add Emergency Contact information (at least 1 emergency contact is required).
- Verify/update/add primary household members
- Verify/update Student information including demographics, housing, relationships, health services, transportation and release agreements.
- Complete this portion of registration by reviewing the Application Summary PDF. Once you are satisfied that everything is correct and complete, click the red **Submit** button.

After completing the annual updates for returning students, you may enroll a new student (a new 4K or kindergarten age child.) Use the Add New Student button



SCHOOL FEES: Payment of fees can be made online through the Campus Parent portal or with cash, check, or credit card at registration or in the school office.

MEAL APPLICATION: The meal benefits application can be completed online through the Campus Parent portal.

HEALTH AND MEDICATION FORMS: Health and medication forms can be found on the City of Menasha website at www.cityofmenasha-wi.gov under Health Department, School Health Forms. You may also find these forms at the City of Menasha Health Department or your child's school office.

All registration information can be found on our district website at www.mjsd.k12.wi.us under Enrollment Information, Registration Information and Documentation.

Updated 7/25/19