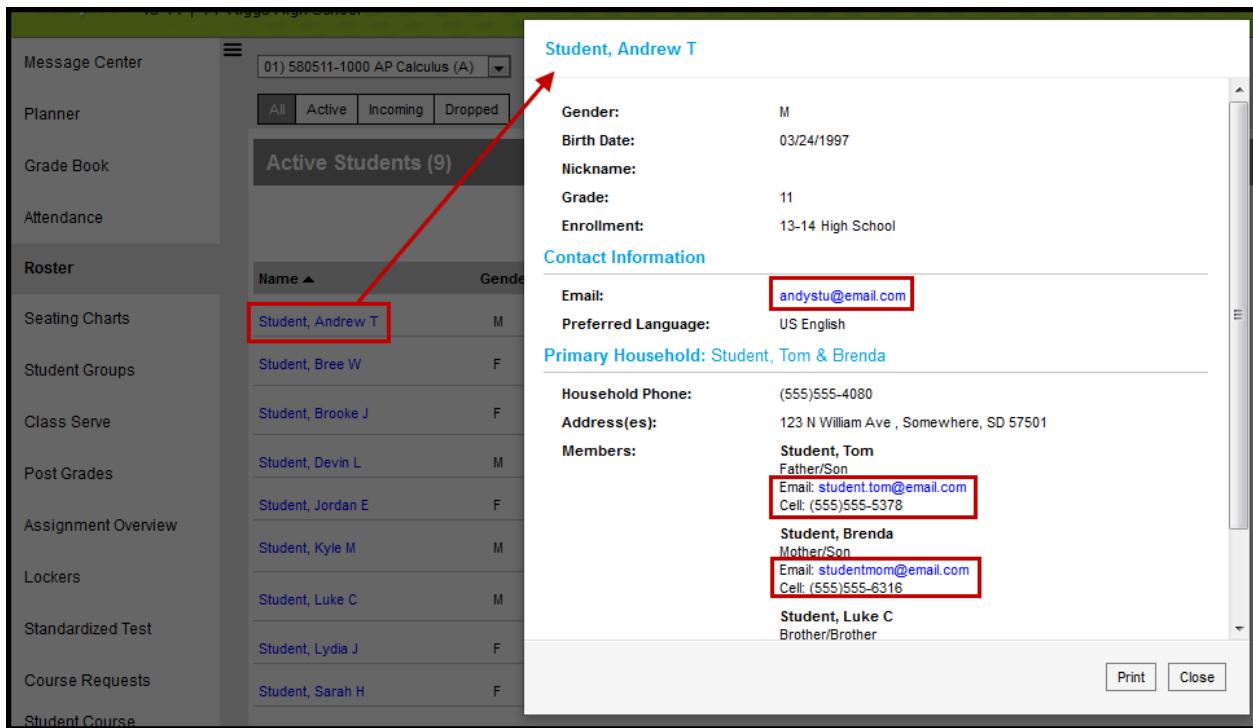


# Contacting Through the Roster

Last Modified on 01/16/2026 3:07 pm CST

## Tool Search: Roster

Clicking on a student's name in the roster opens a detail window with information about the student and their household, including contact information for all members.



The screenshot shows the Infinite Campus interface with the 'Roster' tool selected. A list of 'Active Students (9)' is displayed. A red arrow points from the student 'Student, Andrew T' in the list to a detailed information window on the right. The detailed window for 'Student, Andrew T' shows the following information:

Gender:	M
Birth Date:	03/24/1997
Nickname:	
Grade:	11
Enrollment:	13-14 High School
<b>Contact Information</b>	
Email:	<a href="mailto:andystu@email.com">andystu@email.com</a>
Preferred Language:	US English
<b>Primary Household: Student, Tom &amp; Brenda</b>	
Household Phone:	(555)555-4080
Address(es):	123 N William Ave, Somewhere, SD 57501
Members:	Student, Tom Father/Son Email: <a href="mailto:student.tom@email.com">student.tom@email.com</a> Cell: (555)555-5378
	Student, Brenda Mother/Son Email: <a href="mailto:studentmom@email.com">studentmom@email.com</a> Cell: (555)555-6316
	Student, Luke C Brother/Brother

At the bottom right of the detail window are 'Print' and 'Close' buttons.

## Contact Information in the Roster

Click on an email address to open a new email in your preferred email client.

Mailing addresses and phone numbers also display, with mailing addresses indicated by a mail icon. Contact information is only available if it's been entered on each individuals' [Demographics](#) tab and [Households](#) record.

Emergency contacts are listed with their Emergency Priority designation.

Access this demographics screen from anywhere that students' names appear as blue hyperlinks.