

# Emancipated Students

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This article provides guidance on establishing households and relationships for Emancipated Students, and how to manage that information throughout Campus.

In Campus, an Emancipated Student:

1. Has a **Non-Household Relationship** to themselves.
2. Resides in a household where they are considered the **Guardian** of the household.

Follow all district procedures for creating new households and new students.

The terminology used in this article and in reference to the process in Campus is *Emancipated Students*, while the legal terminology is *Emancipation of minors*. There could be a situation where a student is emancipated (free from legal control of parents/guardians) when the student is over the age of 18 (legal adult age, no longer a minor), but is still a student (has an enrollment record).

Watch the [Emancipated Student Video](#) for additional information.

## Legal Definition of Emancipated Students

Emancipation is when a minor has achieved independence from parents/guardians before reaching the age of 18 or by becoming fully self-supporting. A minor may petition a court for emancipation to be free from the control of parents and be allowed to live on their own or under the control of others. It usually applies to adolescents who leave the parent/guardian household by agreement or demand.

A court petition is not necessary. A minor can become emancipated by getting married before the age of 18, reaching the age of majority, or entering military service. Parental consent is often required, except in cases of parental misconduct that causes the minor to leave the home.

Emancipation eliminates the parent from being liable for the acts of the minor, including debt, negligence or criminal acts, and may also cease payment of child support.

Emancipation laws vary by state, but the following is often used as a standard for granting emancipation:

1. The minor is of a certain minimum age.

2. The minor willingly wants to live separately or apart from the parents/guardians with their consent.
3. The minor can manage their own finances.
4. The minor has a source of income from legal means.
5. It is in the best interest of the minor to be emancipated.

Legal documentation of the emancipation process should be on file at the district or school before any changes are made to households.

## Establish a Student as Emancipated

### Step 1: Modify the Student's Existing Household and Relationships

1. End the student's [membership](#) in their current household.

Membership in Households ☆

Student, Addison Student #: 832513 DOB: 07/26/2006 Counselor: Louise Staff

Immersion Transportation Opt-Out HS Grad Req eff 2023-24

Related Tools ▾

New Household Membership

Household \*\*Primary

Household Membership

Household Name: Anderson

Start Date: 07/26/2009

End Date: 12/31/2024

Secondary: Private

Start Date: 03/14/2014

Phone(s): C: (999)555-1490

Members:

Name: Parent, Annie

Sibling, Emily J

Sibling, Evan J

Parent, Stuart

Guard: Father

Modified by: Jones, Cindy 08/30/2017 13:05

Membership In Households - End Date

2. End the student's current [relationships](#) in the existing household using the same End Date as entered on the Household Membership field.

Membership in Households ☆

Student, Addison  Student #: 832513 DOB: 07/26/2006 Counselor: Louise Staff

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**Save** **Delete** **New Household Membership**

**Household Membership**

Household Name: Anderson  
Start Date:

Secondary:

- More

**Household Relationships**

You are about to end the household membership for Adelyn Anderson in this household. What would you like to do with the household relationships.

Keep the relationships.  
(You can manually end or delete these relationships later.)

End the relationships by adding an end date.  
12/31/2024

Delete the relationships.  
(Warning: this will leave no historical record of these relationships.)

**Ok** **Cancel**

*End Relationships*

## Step 2. Create a New Household for the Emancipated Student

1. Create a [new household](#) for the emancipated student.

The screenshot displays two windows from the Infinite Campus software. The main window is titled 'Membership in Households ☆' and shows a list of households. A red box highlights the 'New Household Membership' button. The second window, titled 'Household Creation', contains fields for 'Name' (Student, Addison), 'Phone Number' ((612) 555-1234), and a 'Comments' section. A red arrow points from the 'New Household' button in the main window to the 'Save' button in the creation window.

Membership in Households ☆

Student, Addison Student #: 832513 DOB: 07/26/2006 Counselor: Louise Staff

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New Household Membership

Anderson Household \*\*Primary \*\*Dropped Membership

Household Member Start

Household Search

Household Search

Search for a household already tracked in Campus. After searching, select a household to view or edit its details.

Create New Household

Household Information

Name: Student, Addison

Phone Number: (612) 555-1234

Comments:

Save

New Household

New Household for Emancipated Student

2. Add an [address](#) to the new household, and mark it as Mailing.

**Search**

Type: Household

Search (Required): Student

1 - 1 of 1 results

**Student, Addison**

Anderson, Adelyn M

**Household Addresses** ☆

Student, Addison ID: 74261 Phone: (612)555-9887

**Household Location Editor**

Address	Start Date	End Date	Mailing	Secondary	Private	Physical
This household has no current primary address.						

**Infinite Campus**

**Add Address**

**Address Search**  
Search for an address already tracked in Campus using the fields provided, required fields are in red. Select an address from the list or click on Create New Address.

House/P.O. #	1234	Address
Street Name	Pine Road	
Street Tag		
Apt #		
City		
Household Phone	( )	X
Legal Description		
<input type="button" value="Search"/>		

**New Address**

*New Address for Emancipated Student Household*

**Household Addresses** ☆

Student, Addison ID: 74261 Phone: (612)555-9887

**Save** **Delete** **Find New Address**

**Household Location Editor**

Address	Start Date	End Date	Mailing	Secondary	Private	Physical
1234 Pine Road #3	01/01/2025	X				

**Household Location Detail**

Address: 1234 Pine Road #3 [\[MAP\]](#)

\*Start Date:  Secondary:

Mailing:  Private:  Physical:

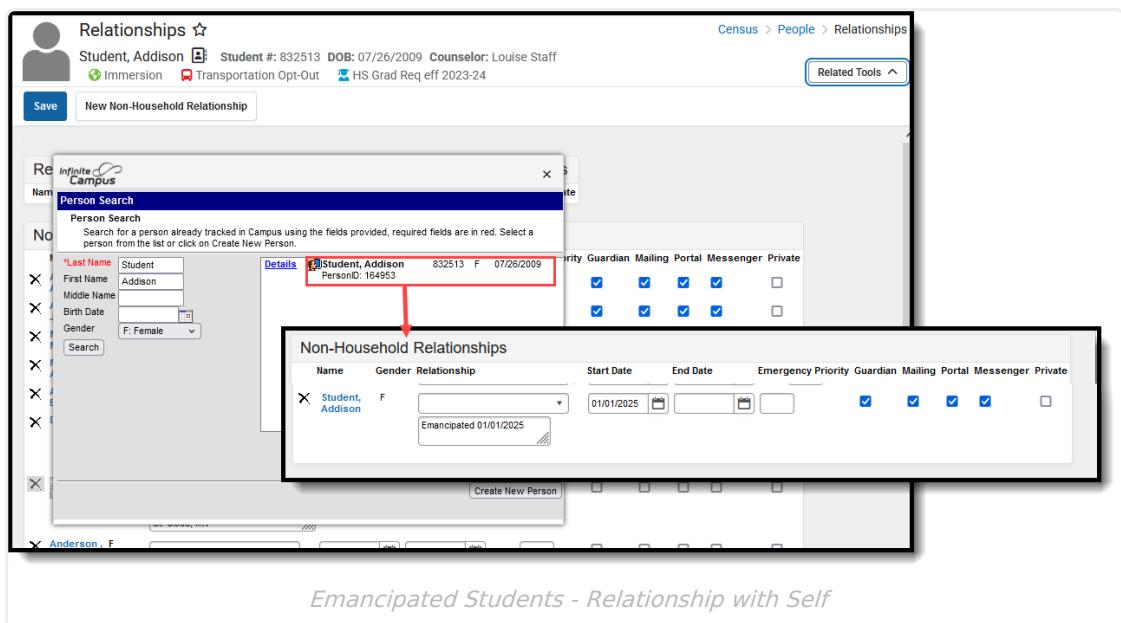
- Modified by: Administrator, System 01/30/2025 15:38

*New Address Marked as Mailing*

## Step 3. Establish a Guardian Relationship for the Student

An emancipated student is considered their own guardian and, therefore, requires a relationship to themselves. A relationship between the student and the same student functions the same as a **Non-Household Relationship**.

1. On the person's [Relationship](#) tool, select the **New Non-Household Relationship** button. Search for the student, and select their name when it displays in the results.
2. Select the **Relationship** from the dropdown list, and enter a **Start Date** that is AFTER the end date of when the previous guardian relationships ended.
3. Click the **Comment** icon below the Relationship field, and enter a reason for this relationship. This comment does not display on reports.
4. Mark the **Guardian** checkbox and the **Mailing** checkbox, and any of the other checkboxes used in your district. The student should have the same access a standard guardian relationship would have.
5. **Save** the new relationship.



The screenshot shows the 'Relationships' tool in the Infinite Campus system. A modal window titled 'Person Search' is open, showing a list of results. One result is selected, highlighted with a red box, showing details: First Name: Student, Last Name: Addison, DOB: 07/26/2009, Gender: F, PersonID: 164953. An arrow points from this selected result to a table below. The table is titled 'Non-Household Relationships' and contains a single row for 'Student, Addison'. The row includes columns for Name, Gender, Relationship, Start Date (01/01/2025), End Date, and several checkboxes for Emergency Priority, Guardian, Mailing, Portal, Messenger, and Private. The 'Guardian' and 'Mailing' checkboxes are checked. The entire table is also highlighted with a red box.

Review your list of [Relationship Types](#). If you choose to assign a type of relationship to an emancipated student, having one named something like *Self* or *Emancipated Student* is helpful. This allows you to create an Ad hoc filter and generate a list of all persons who have that selected relationship type.

The Relationship field is a label that some districts may choose not to populate. Still, some states may use it for reporting purposes (again, follow your district procedures and refer to your state reporting information). A new relationship can be saved without choosing any option in this field. The Guardian and Mailing checkboxes need to be marked so the student receives mailings and is

essentially considered a head of household. The Non-Household Relationship could look like this:

## Emancipated Students Throughout Campus

Once the household setup is complete, there is no difference between their household and other households in Campus. But do be aware that their status as an Emancipated Student may have impacts in other areas of Campus. These areas are noted in the following table.

Component	Details
<b>Food Service</b>	When a student is emancipated, if there was a <a href="#">Family account</a> previously, users need to use the <a href="#">Patron Balance Transfer</a> tool to move the student and all of their transactions out of the Family account into an individual account. All deposits, balances, and deficits are transferred with them.
<b>FRAM</b>	<p>There is no <a href="#">categorical classification</a> for emancipated students. Emancipated students are expected to complete the same paperwork as guardians (household applications, income verification, etc).</p> <p>For Direct Certification Imports, use the Extend Certification option, which applies the status to everyone in the household. If an emancipated student temporarily resides at the same address as another household that is in the process of getting certified for FRAM, the emancipated student would also receive that certification status.</p> <p>See the <a href="#">Setting up Online Meal Benefit Applications, Step 9</a> for additional information.</p>
<b>Payments</b>	<p>A non-household relationship needs to be established from the emancipated student to the emancipated student, with the Guardian, Portal and Mailing checkboxes marked.</p> <p>Refer to the <a href="#">Payments</a> articles for more information.</p>
<b>Online Registration</b>	<p>If your district is using <a href="#">Online Registration</a> to process new and existing enrollments for future years, the <b>Enable Option to register as an emancipated student or unaccompanied minor setting</b> allows students who are emancipated to register themselves. This gives the student the same ability to create their household and choose their school of enrollment without needing additional parent/guardian signature/approval.</p> <p>See <a href="#">OLR System Settings</a> for more information.</p>
<b>Mailing Labels</b>	Use the <a href="#">Guardian Mailing Label Report</a> to generate a label for an emancipated student. This option prints a label for anyone marked as Guardian in a household that has an address marked as Mailing. Only the student's name appears on the label.

Component	Details
<b>Letters</b>	<p>All of the letter wizards treat emancipated students as other household guardians are treated. As long as the emancipated student has a relationship to themselves that is marked as Guardian and Mailing, and the household address is marked as Mailing, and the student meets the requirements of the letter, that student receives letters.</p> <p>See the following for more information on letters:</p> <ul style="list-style-type: none"> <li>• <a href="#">Attendance Letter</a></li> <li>• <a href="#">Behavior Letter</a></li> <li>• <a href="#">Letter Designer</a></li> <li>• <a href="#">Account Letter Designer</a></li> <li>• <a href="#">Balance Letter</a></li> </ul>
<b>Messenger</b>	<p>As long as the students have a relationship with themselves and the Contact Preferences on the Demographics tool marked for Messages, they receive any message the district may send, including Point of Sale messages, Behavior messages, and the like.</p>
<b>Fees</b>	<p>No special setup is needed for emancipated students when using Fees outside of the standard household setup. However, a Campus Parent login is necessary if the district allows fees to be visible in Campus Parent and Campus Student.</p> <p>See the <a href="#">Fees</a> article for additional information.</p>
<b>Academic Planning</b>	<p>Emancipated students <b>DO</b> have the ability to approve their own <a href="#">Course Plan</a> (mark the <b>Approved by parent/legal guardian</b> checkbox) through <a href="#">Campus Parent</a> if they are assigned the Campus Parent home page in their user account.</p>
<b>Campus Student and Campus Parent</b>	<p>Emancipated students can access their own information in <a href="#">Campus Student</a>.</p> <p>If the emancipated student has been assigned the Campus Parent home page in their user account, they can access their own information in both Campus Student and Campus Parent.</p> <p>When the emancipated student is assigned as a guardian to other students, the emancipated student can view their information.</p>