

# **Census (North Carolina)**

Last Modified on 06/25/2025 1:09 pm CDT

<u>Identities</u> | <u>Demographics</u> | <u>District Employment</u> | <u>District Assignments</u> | <u>Credentials</u> | <u>Households</u> | <u>Relationships</u> | <u>Military Connections</u>

Census tracks every person entry in Infinite Campus - parents/guardians, staff, students, emergency contacts, doctors, etc. Demographic data is used throughout Campus, utilizing historical and current details of each person. Some fields in the Census module are unique to each state. Other fields in the Census module do not require unique, state-specific data. However, many of these fields are required, and data entry is necessary.

The following information is specific to North Carolina.

# Identities

<u>Name Fields | Sex | Birth Date | Race Ethnicity | Birth Country | Date Entered US | Immigrant Record</u> | <u>Date Entered US School | Multiple Birth | Verified Home Primary Language | Home Primary Language</u>

Tool Search: Identities

The Identities tool acts as a historical record of the person's demographic information. While the information on the <u>Demographics</u> tool is displayed on the Identities record, changes should be made here.

Types of changes include:

- Name and Legal Name
- Sex
- Race/Ethnicity (required for students and staff)

Previous identity information is not lost when it is modified, but an end date is entered for the previous identity, and a start date is entered for the new identity.

See the core <u>Identities</u> article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Identities records.

Identities ☆ Student, James J I Student #: 1234567890 DOB:	06/14/2013	Census > People > Identi Related Tools
Save New		
Identity Information		
Lastikane Middle Name Suffi Student James St	x y No Irosop Ausilable	
Birth Date (Age: 11) 06/14/2013	nu maye Available	
Protected Identity Information		
Race/Ethnicity (Edit) State Race/Ethnicity: W:White		
Federal Designation: 6:White		
Race(s): White		
Hispanio/Latino: N:No		
Tribal Enrollment:		
Race/Ethnicity Determination:		
Ridt Country		
US: United States of America X V		
Date Entered US School Immigrant Record		
	•	
Date Entered State School Birth Verification		
· · · · · · · · · · · · · · · · · · ·		
Multiple Birth		
Primary Home Language		
Select a Value		
Colort o Volume		
anguage Most Spoken		
Select a Value		
Effective Date		
01/01/1901		
Comments		

# **Name Fields**

Last Name, First Name, Middle Name and Suffix (Jr., III, etc.) are the legal names of the person.

When a new person is created from the <u>Student Locator</u>, the Legal Last Name, Legal First Name, Legal Middle Name, and Legal Suffix fields are populated with the entered Last Name, First Name, Middle Name, and Suffix fields.

• Click here to expand...

Field	Definition	Database Location	Ad hoc Inquiries
Last Name, Legal Last Name	The person's last name.	Identity.lastName Identity.legalLastName	Student > Demographics > lastName (student.lastName) Person > Demographics > lastName (individual.lastName)



Field	Definition	Database Location	Ad hoc Inquiries
First Name, Legal First Name	The person's first name.	Identity.firstName Identity.legalFirstName	Student > Demographics > firstName (student.firstName) Person > Demographics > firstName (individual.firstName)
Middle Name, Legal Middle Name	The person's middle name.	Identity.middleName Identity.legalMiddleName	Student > Demographics > middleName (student.middleName) Person > Demographics > middleName (individual.middleName)
Suffix, Legal Suffix	Indication of a generational name (Jr., III, etc.).	Identity.suffix Identity.legalSuffix	Student > Demographics > suffix ( <b>student.suffix)</b> Person > Demographics > suffix (individual.suffix)

# Sex

Indicates whether the person is male or female. At this time, the state of North Carolina acknowledges Male and Female only. Information entered here displays in the following locations:

- <u>Demographics</u> and <u>Identities</u>
- Protected Identity Information on the Demographics/Identities record
- Demographics section of the <u>Portal</u>
- Add Person
- Student Locator
- Person Summary Report

Click here to expand...

### **Database Location:**

Identity.gender

### **Ad Hoc Inquiries:**

Student > Demographics > gender (student.gender)

Person > Demographics > gender (individual.gender)

# **Birth Date**



Indicates the person's date of birth.

Click here to expand...

### **Database Location:**

Identity.birthDate

**Ad Hoc Inquiries:** 

Student > Demographics > birthDate (student.birthDate)

Individual > Demographics > birthDate (individual.birthDate)

# **Race Ethnicity**

The Federal government has adopted standards for defining racial and ethnic data to be used by the Department of Education. See the <u>Race/Ethnicity</u> article for more information.

Race/ethnicity is required for students and staff.

## Is the individual Hispanic or Latino?

Indicates whether the student is of Hispanic descent.

The State Race/Ethnicity field auto-populates based on the selections made for this field, as follows:

- When "Is the individual Hispanic/Latino" is set to NO and one race is selected, the Race/Ethnicity must be set to the same value as selected in Race.
- When "Is the individual Hispanic/Latino" is set to NO and more than one Race is selected, the Race/Ethnicity must be set to "Two or More Races."
- When "Is the individual Hispanic/Latino" is set to YES and one Race is selected, Race/Ethnicity must be set to "Hispanic or Latino Ethnicity."

### Click here to expand...

### **Database Location:**

Identity.hispanicLatinoEthnicity

### Ad Hoc Inquiries:

Student > Demographics > hispanicEthnicity (student.hispanicEthnicity)

Person > Demographics > Federal Race > hispanicEthnicity (fedRace.hispanicEthnicity)



## **Race Ethnicity**

Indicates the person's race/ethnicity.

Click here to expand...

### **Database Location:**

Identity.raceEthnicity

**Ad Hoc Inquiries:** 

Student > Demographics > raceEthnicity (student.raceEthnicity)

Person > Demographcis > raceEthnicity (individual.raceEthnicity)

## **Tribal Enrollment**

State code that describes the person's enrollment in a particular Native American tribe.

Click here to expand...

### **Database Location:**

Identity.raceSubCategory

### Ad Hoc Inquiries:

Student > Demographics > tribalEnrollment (student.raceSubCategory)

Person > Demographics > Identity History > tribalEnrollment (ident.tribalEnrollment)

# **Birth Country**

The Birth Country is the country listed on the person's birth certificate during initial enrollment.

Please refer to the International Organization of Standards directory for more information on country codes.

Click here to expand...

### **Database Location:**

Identity.birthCountry

### Ad Hoc Inquiries:

Student > Demographics > birthCountry **student.birthCountry** 

Person > Demographics > Identity History > birthCountry (ident.birthCountry)



## **Date Entered US**

Indicates the date the person entered the United States.

Click here to expand...

### **Database Location:**

Identity.dateEnteredUS

### **Ad Hoc Inquiries:**

Student > Demographics > Identity History > dateEnteredUS (ident.dateEnteredUS)

Person > Demographics > Identity History > dateEnteredUS (ident.dateEnteredUS)

## **Immigrant Record**

Indicates the status of an immigrant student in a MLL Program

```
Click here to expand...
```

### **Database Location:**

Identity.immigrant

### Ad Hoc Inquiries:

Student > Demographics > immigrant (student.immigrant)

# **Date Entered US School**

Indicates the date on which the student enrolled in a US school.

Click here to expand...

### **Database Location:**

Identity.dateEnteredUSSchool

### Ad Hoc Inquiries:

Student > Demographics > Identity History >
dateEnteredUSSchool (ident.dateEnteredUSSchool)

Person > Demographics > Identity History > dateEnteredUSSchool (ident.dateEnteredUSSchool)



# **Multiple Birth**

When marked, indicates the person is part of a set of twins, triplets, etc.

Click here to expand...

### **Database Location:**

Identity.multipleBirth

### **Ad Hoc Inquiries:**

Student > Demographics > Identity History > multipleBirth (ident.multipleBirth)

# **Verified Home Primary Language**

The VERIFIED Home Primary Language field notes the name of the specific language the person (staff, student, etc.) uses to communicate at home. It populates with the same language as Home Primary Language.

This field displays along with the Home Primary Language field on the English Learners tool.

Click here to expand...

Because the Home Primary Language field cannot be modified once the language is selected without requesting a change from the EL Program Office, the **Verified Home Language** field requires additional tool rights (Census > People > Demographics > Verified Home Primary Language):

Read - View the assigned language. Write - Modify the assigned language. Add - N/A Delete - N/A

### **Database Location:**

Identity.languageAlt3

### **Ad Hoc Inquiries:**

Student > Demographics > Identity History
> verifiedHomePrimaryLanguage (ident.languageAlt3)

## **Home Primary Language**

The Home Primary Language field allows a district to record the language spoken in the student's



home, as determined by the student's home language survey. Refer to the International Organization of Standards directory for more information on language codes.

On the English Learners tool, this field displays along with the Verified Home Primary Language field.

Click here to expand...

### **Database Location:**

Identity.homePrimaryLanguage

### **Ad Hoc Inquiries:**

Student > Demographics > homePrimaryLanguage (student.homePrimaryLanguage)

Student > Demographics > Identity History > homePrimaryLanguage (ident.homePrimaryLanguage)

# **Demographics**

Person Identifiers | Personal Contact Information

The Demographics tool is the basic area for viewing general person information within Campus. All people for whom data is tracked, including students, staff, parents/guardians, household members, etc., have a Demographics record, which includes name and other identifying information from the Identities record, student and staff identification numbers, and contact information.

See the core <u>Demographics</u> article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Demographics records.

## **Person Identifiers**

Person Identifiers, like Student Number and Student State ID, are used in state reports to identify student records. Staff identification, such as Local Staff ID and State Staff ID, are also recorded here.

Follow district guidelines when creating or importing these values.

See the <u>Assign NC DPI IDs</u> article for guidance on adding missing or new state ID numbers.

Person Identifiers	
ocal Student Number	Generate Number
Student State ID	Assign NC DPI State ID
Local Staff Number	654321
Staff State ID	Assign NC DPI State ID
Person GUID	07EC08EE-AA30-4DB8-865E-1CAD9234C9DA
Portal Username	No Active Portal Account

## **Local Student Number**

Local Student Number is a unique identification number for the student assigned by the district.

Click here to expand...

### **Database Location:**

Person.studentNumber

### Ad Hoc Inquiries:

Student > Demographics > studentNumber (student.studentNumber)

Person > Demographics > studentNumber (individual.studentNumber)

## **Student State ID**

Student Unique State ID is a unique state identification number for the student provided by the Department of Education.

Click here to expand...

### **Database Location:**

Person.studentStateID

### Ad Hoc Inquiries:

Student > Demographics > stateId (student.stateID)

Person > Demographics > stateID (individual.stateID)



## Local Staff Number

Local Staff Number is a unique identification number for the staff person assigned by the district.

• Click here to expand...

**Database Location:** 

Person.staffNumber

**Ad Hoc Inquiries:** 

Student > Demographics > Identity History > Staff Number History > **staffNumHist.staffNumber** 

Person > Demographics > staffNumber (individual.staffNumber)

## **Staff State ID**

Staff Unique State ID is a unique state identification number for the staff person provided by the Department of Education. When this field is left blank, any courses or students tied to the staff member fail to report.

Click here to expand...

### **Database Location:**

Person.staffStateID

### **Ad Hoc Inquiries:**

Student > Demographics > Identity History > Staff State ID History > staffStateIDHist.staffStateID

Person > Demographics > staffStateID (individual.staffStateID)

# **Personal Contact Information**

The Personal Contact Information editor contains phone numbers, messaging preferences and the language preferred for receiving messages.



		Ν	Nessenger P	references Co	ntact Rea	sons	
Contact Information	Private	Emergency	Attendance	Behavior Messenger	General	Priority	Teacher
Email: dylan.student@isd1234.edu							
Secondary							
Email:							
Cell Phone:							
(574))555 -6604 x							
Other Phone:							
Work Phone:							
Pager:							
()							
Preferred Language							
en_US: US English 🔹							
Comments							

All phone number fields allow for the entry of a three-digit area code, a three-digit central office code, a four-digit line number, and an extension, when applicable.

See the core Demographics article for information on the <u>Messenger Preferences Contact</u> <u>Reasons</u>.

### Email

Lists the person's email address.

Click here to expand...

**Database Location:** 

Contact.email

Ad Hoc Inquiries:

Student > Census > email (pcontact.email)

Person > Census > Person Contacts > email (pcontact.email)



## **Cell Phone**

Lists the person's mobile number.

Click here to expand...

**Database Location:** 

Contact.cellPhone

**Ad Hoc Inquiries:** 

Student > Census > cellPhone (pcontact.cellPhone)

Person > Census > Person Contacts > cellPhone (pcontact.cellPhone)

### **Work Phone**

Lists the person's work number.

Click here to expand...

### **Database Location:**

Contact.workPhone

**Ad Hoc Inquiries:** 

Student > Census > workPhone (pcontact.workPhone)

Person > Census > Person Contacts > workPhone (pcontact.workPhone)

### Other

Lists the person's landline home phone number, or other phone number that is different than the Cell Phone, Work Phone, or Pager numbers.

Click here to expand...

### **Database Location:**

Contact.homePhone

Ad Hoc Inquiries:

Student > Census > homePhone (pcontact.homePhone)

Person > Census > Person Contacts > homePhone (pcontact.homePhone)

### Pager



Lists the person's pager number.

Click here to expand...

### **Database Location:**

Contact.pager

**Ad Hoc Inquiries:** 

Student > Census > pager (pcontact.pager)

Person > Census > Person Contacts > pager (pcontact.pager)

# **District Employment**

Tool Search: District Employment

Employees must have active district employment records. This record indicates the staff person is actively (no end date) or has been employed at the district. A District Assignment record is needed to indicate employment at a particular school/building within the district.

See the core <u>District Employment</u> article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing employment records.

District Staff, Em	Employment 🏠 ly 🗈 staff #: 3496353228 DOB: 05/1 New	1976 Census > Staff > District Employmen
Employment R	ecords is (01/01/1901 - )	
Employment In "Start Date 01/01/1901  Teaching Start Year License Number Seniority v	formation End Date Teaching Years Modifier  FtE Percent (whole number 0-100)  Education	
	Dist	rict Employment Record

# **Teaching Start Year**



Indicates the date the staff member began teaching (when the teaching license was received).

### Click here to expand...

### **Database Location:**

Employment.teachingStartYear

### Ad Hoc Inquiries:

Person > Staff > District Employment > teachingStartYear (employment.teachingStartYear)

# **Teaching Years Modifier**

Indicates the total number of years the staff person has been teaching, including all time spent at other districts.

Click here to expand...

### **Database Location:**

Employment.teachingYearsModifier

### **Ad Hoc Inquiries:**

Person > Staff > District Employment > teachingYearModifier (
employment.teachingYearsModifier)

# **License Number**

Lists the employee's license number.

### Click here to expand...

### **Database Location:**

Employment.licenseNumber

### **Ad Hoc Inquiries:**

Person > Staff > District Employment > licenseNumber (employment.licenseNumber)

# **FTE Percent**

Indicates the total Full Time Employment percentage of the staff person, entered in whole numbers 0 to 100.

Click here to expand...

### **Database Location:**



Employment.ftePercent

### Ad Hoc Inquiries:

```
Person > Staff > District Employment > ftePercent (employment.ftePercent)
```

# Seniority

Indicates the seniority level of the staff person.

Click here to expand...

### **Database Location:**

Employment.seniority

**Ad Hoc Inquiries:** 

Person > Staff > District Employment > seniority (employment.seniority)

# **Education**

Indicates the level of schooling the staff person has.

- 1: Doctorate
- 2: Master's degree 30+ semester hours
- 3: Master's degree
- 4: Bachelor's degree 30+ semester hours
- 5: Bachelor's degree
- 6: Less than bachelor's degree

Click here to expand...

### **Database Location:**

Employment.educationLevel

### **Ad Hoc Inquiries:**

Person > Staff > District Employment > educationLevel (employment.educationLevel)

# **District Assignments**

Tool Search: District Assignments

The District Assignments tool lists the location where the staff member is working. Users can view the school where the person works, the start date and title, type of employment, and assignment code.



Staff with multiple Titles have *multiple* District Assignments to the same school.

See the core <u>District Assignments</u> article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing District Assignments records.

District Assignment	ts ☆			Census > Staff > District Assignme
Staff, Mary 😫 Staff #: 1	234567890 <b>DOB:</b> 06/20/1988			Related Tools
Save Delete New				
Assignments				
East Bladen High				
NCVPS Teacher - (01/01/1901-)				
NCVPS Teacher - (01/01/1901-)				
Employment Assignment Info	ormation			
School East Bladen High	Department Science			
Start Date End Date	Title			
01/01/1901	NCVPS Teacher	× *		
02:Certified v	1:Assignment 1		•	
Amplify Role	K-3 TS Admin Role			
* SchoolNet Role	SchoolNet Additional Roles	•		
¥	Select Values			
Teacher Special Ed Program	Behavior Health Admin —	Behavior Response Approver	Response to	
Advisor Supervisor Counselor	Foodservice Exclude Behavior Referral	Self Service Approver	FRAM Processor	
Activity Activity				
Staff Preapproval				
Primary District Assignment				
Supervisors				
•				
External LMS Exclude				
Exclude				

# Department

Indicates the department to which the staff person is assigned. Departments are created in thed<u>Department Setup</u> tool.

Click here to expand...



### **Database Location:**

EmploymentAssignment.department

### Ad Hoc Inquiries:

```
Person > Staff > Assignment > departmentName (schoolEmployment.departmentName)
```

## **Start Date**

Indicates the start date of employment at the specific school. This is the very first date the staff member was employed at the school.

Click here to expand...

### **Database Location:**

EmploymentAssignment.startDate

### **Ad Hoc Inquiries:**

Person > Staff > Assignment
> assignmentStartDate (schoolEmployment.assignmentStartDate)

## **End Date**

Indicates the end date of employment assignment. This is the very last date the staff member was employed at the school.

```
Click here to expand...
```

### **Database Location:**

EmploymentAssignment.endDate

### **Ad Hoc Inquiries:**

Person > Staff > Assignment > assignmentEndDate (schoolEmployment.assignmentEndDate)

# Title

Lists the staff person's position - Teacher, Coach, etc. Options can be modified in the <u>Attribute/Dictionary</u>.

Click here to expand...

### **Database Location:**



------

EmploymentAssignment.title

### Ad Hoc Inquiries:

```
Person > Staff > Assignment > title (schoolEmployment.title)
```

# Туре

Indicates whether the staff person's employment is Administrative, Certified, or Classified.

```
Click here to expand...
```

### **Database Location:**

EmploymentAssignment.type

### **Ad Hoc Inquiries:**

Person > Staff > Assignment > type (schoolEmployment.type)

# **FTE of Assignment**

Indicates what portion of the employee's FTE percent this particular district assignment represents. The field accepts both decimal and whole numbers (e.g., .5 or 50 to represent a half-time assignment).

Click here to expand...

It is important that the same numbering system is used for all employees for consistency and accuracy of reporting (e.g., FTE of Assignment in decimal format for all employees).

This is different than the FTE Percentage assigned on the District Employment record. At the District Assignment level, it indicates the full-time employment of that particular assignment. For a staff person who is also a coach, the assignment for the teaching assignment might be 75, and a second assignment for the coach assignment might be 25.

Another example is a person who is employed at 50% FTE at the district would have the FTE Percent on the District Employment record entered as 50, then the District Assignment record would be a 1 or 100 to indicate of that half time employment, they are full time assigned to the Health office.

### **Database Location:**

EmploymentAssignment.fte

### **Ad Hoc Inquiries:**

Person > Staff > Assignment > ftelnAssignment (schoolEmployment.ftelnAssignment)



# **Assignment Code**

District-provided code associated with the employment at the school.

Click here to expand...

### **Database Location:**

EmploymentAssignment.assignmentCode

### **Ad Hoc Inquiries:**

Person > Staff > Assignment > assignmentCode (schoolEmployment.assignmentCode)

# **Amplify Role**

Indicates the staff person's assigned role in Amplify.

Click here to expand...

### **Database Location:**

EmploymentAssignment.amplifyRole

### **Ad Hoc Inquiries:**

Person > Staff > Assignment > amplifyRole (schoolEmployment.amplifyRole)

# K-3 TS Admin Role

Indicates the staff person's role assigned in K-3 Teaching Strategies.

### Click here to expand...

### **Database Location:**

EmploymentAssignment.k3TSAdminRole

### **Ad Hoc Inquiries:**

Person > Staff > Assignment > k3TSAdminRole (schoolEmployment.k3TSAdminRole)

## **SchoolNet Role**

Indicates the staff person's role assigned in SchoolNet.

Click here to expand...

### **Database Location:**



EmploymentAssignment.schoolNetRole

### **Ad Hoc Inquiries:**

Person > Staff > Assignment > schoolnetRole (schoolEmployment.schoolNetRole)

# **SchoolNet Additional Roles**

Lists additional access the staff person has in SchoolNet.

Click here to expand...

### **Database Location:**

EmploymentAssignment.schoolNetAddRoles

### **Ad Hoc Inquiries:**

Person > Staff > Assignment > schoolNetAddRoles (schoolEmployment.schoolNetAddRoles)

## **District Assignment Checkboxes**

The marked checkboxes on the Employment Assignment record provide additional information and access to other tools in Campus. See the <u>District Assignments Checkboxes</u> article for more information.

# **Primary District Assignment**

For staff who work at multiple locations, this checkbox is marked on the District Assignment that is considered their primary assignment.

Only one assignment can be marked as the Primary Assignment. When one assignment is already marked as primary and a user marks the checkbox on another assignment, a warning message displays, indicating the other assignment will be updated to not be the primary assignment.

Click here to expand...

### **Database Location:**

EmploymentAssignment.primary

**Ad Hoc Inquiries:** 

Person > Staff > Assignment > primaryAssignmentIndicator (schoolEmployment.primaryAssignmentIndicator)

# Credentials

### Credential Type | License Number

### Tool Search: Credentials

The Credentials tool lists the credential types of a staff member. Credentials are based on the date when the credential was earned. There are five types of credentials that can be added for a person. Multiple credentials can be entered for a staff member. The staff member may be highly qualified in two subject areas or may have multiple degrees.

See the core <u>Credentials</u> article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Credentials records.

Credentials ☆ Staff, Emily E DOB: 08/05/1994	Census > Staff > Credentials
Save Delete New Credential Documents	
Employment Credentials	
Highly Qualified Employment Credential Info	rmation
Subject Type	
ELEM: Basic Elementary Curriculum *	
Met HOUSSE HOUSSE Completion Date	
Subject Matter Competency	
Paraprofessional Qualification	
Credentia	ls



# **Credential Type**

Indicates the type of credential the staff person has earned. This list is visible when creating a new credential and in the list of previously entered credentials.

- CI: Crisis Intervention
- ED: Education
- HQ: Highly Qualified
- LC: Licensure/Certification
- OT: Other
- Click here to expand...

### **Database Location:**

EmploymentCredential.employmentCredentialType

### **Ad Hoc Inquiries:**

Person > Staff > Credential > credentialType ( employmentCredential.credentialType)

# **License Number**

Indicates the number of the license assigned when the credential was granted.

Click here to expand...

### **Database Location:**

EmploymentCredential.licenseNumber

### Ad Hoc Inquiries:

Person > Staff > Credential > licenseNumber (employmentCredential.licenseNumber)

# Households

### Members | Addresses

Tool Search: Households

Households help in identifying which persons live in the same home. The list of Members identifies family and non-family members at a shared address, and the Address information lists where that household is located.

See the core <u>Households</u> article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing household records.



# **Members**

The **Members** tool lists all persons that have ever lived in the selected household. Due to legacy issues, it is recommended that members are not deleted from the household, but rather ended. This is used to determine whether a student current lives with their parents/guardians.

≡	Q	Infinite Campus			
Hou	sehold	Members ☆			
Phone	: (787)55	5-3785			
Q F	ind New M	ember			
House	hold Mem	ber Editor Start Date	End Date	Secondary	Private
Studer Parent	nt, Ali K , Lynn	04/12/2017 03/23/2015			
Parent Studer	, Phillip nt, Ivan	03/23/2015 03/23/2015			
_					
			aucobold Ma	una h a ra	
		H	ousenola Me	mpers	

Click here to expand...

### **Database Location:**

HouseholdMember.XXX

# Addresses

The **Addresses** tool within the Household displays all addresses in which the family has resided. For legacy purposes, addresses should not be deleted, only ended, when a family moves. Like the household information to which it is tied, the addresses are used in generating reports that are sent home and in location extracts.

	Campus					
-lousehold Ad	dresses	ን				
ud Phone: (787)5	55-3785					
🕒 Save  🗴 Del	ete Q Find	New Address				
Household Location E	ditor					
Address	Start Date	End Date	Mailing Second	ary Private	Physical	
4915 Pine Tree	09/23/2015		х	Х		
Household Location D	etail					
Address 4915 Pine Tree [MAP	1					
*Start Date			End Date			
Mailing	Secondary		Private	•	Physical	
-	_		_		-	
						-

## Address

Infinite Campus

Lists the house number, street name, street tag and direction of the household.

### Click here to expand...

### **Database Location:**

- Address.number
- Address.street
- Address.tag
- Address.prefix
- Address.dir
- Address.apt

### Ad Hoc Inquiries:

Student > Census > Addresses > number, street, tag, prefix, dir, apt (address.number, address.street, address.tag. address.prefix, address.dir, address.apt)

Person > Census > Addresses > number, street, tag, prefix, dir, apt (address.number, address.street, address.tag. address.prefix, address.dir, address.apt)

## **Start Date**

Indicates the date the family began living at that address.



### Click here to expand...

### **Database Location:**

HouseholdLocation.startDate

### Ad Hoc Inquiries:

Student > Census > Addresses > startDate (address.startDate)

Person > Census > Addresses > startDate (address.startDate)

### **End Date**

Indicates the date the family stopped living at that address.

Click here to expand...

### **Database Location:**

HouseholdLocation.endDate

### **Ad Hoc Inquiries:**

Student > Census > Addresses > endDate (address.endDate)

Person > Census > Addresses > endDate (address.endDate)

### Mailing

Indicates the family receives mail at this address.

### Click here to expand...

### **Database Location:**

HouseholdLocation.mailing

### **Ad Hoc Inquiries:**

Student > Census > Mailing Addresses

Person > Census > Contact Summary > mailing (contacts.mailing)

### Secondary

Indicates it is a secondary address for the household. A household can only have one primary physical address at any given time. In the situation where a household has two physical addresses, one of them needs to be marked as secondary.



### Click here to expand...

### **Database Location:**

HouseholdLocation.secondary

### **Ad Hoc Inquiries:**

Student > Census > Mailing Addresses > secondary (mailingAddress.secondary)

Person > Census > Mailing Addresses > secondary (mailingAddress.secondary)

### Private

Indicates the address information should remain at the school (not given to third party mailings).

Click here to expand...

### **Database Location:**

HouseholdLocation.private

### **Ad Hoc Inquiries:**

Student > Census > Mailing Addresses > privateAddress (mailingAddress.privateAddress)

Person > Census > Mailing Addresses > privateAddress (mailingAddress.privateAddress)

## **Physical**

Indicates the address is the household's physical location.

### Click here to expand...

### **Database Location:**

HouseholdLocation.physical

### **Ad Hoc Inquiries:**

Student > Census > Mailing Addresses > physicalAddress (mailingAddress.physicalAddress)

Person > Census > Mailing Addresses > physicalAddress (mailingAddress.physicalAddress)

# **Relationships**

Emergency Priority | Guardian | Relationship

Tool Search: Relationships



The Relationships tool displays established relationships between people existing in Campus. Relationships include the other individuals residing in the same household as the selected individual and those individuals who may reside in other households but have an association with the selected person (emergency contacts or divorced parents/guardians, etc.).

See the core <u>Relationships</u> article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Demographics records.

E Infinite Campus	Q Searc	ch for a tool or student		
Relationships ☆ Census > People > Relationships				
Save New Non-Household Relations	hip Documents			
Relationships within the **Pr	mary Household Relationship	)S		
Name Gender Relationship	Start Date End Da	ate Emergency Priority Gu	ardian Mailing Portal Messe	nger Private
Student, F Lucy Guard: Father	▼			
Student , F Ginger Guard: Step-father	•			
				_
Non-Household Relationship	S			
Name Gender Relationship	Start Date End Da	te Emergency Priority Gu	ardian Mailing Portal Messe	nger Private
Relative , F Sarah NonGuard: Emerger	.cy Contact 🔻 📻 10/15/2020 📋			
				_
	Relatio	onships		

# **Emergency Priority**

Provides a visual indication of the listed person's priority for contact in an emergency situation. This is a numeric value. The person that should be notified first should have a 1. When there is no entered priority, the school uses discretion when contacting individuals.

Click here to expand...

**Database Location:** 

RelatedPair.seq

**Ad Hoc Inquiries:** 

Not Available

# Guardian

When checked, indicates which person has authority when making decisions on behalf of the student. This designation is used in several reports and messaging tools.



Click here to expand...

### **Database Location:**

RelationshipType.guardian

**Ad Hoc Inquiries:** 

Person > Census > Contact Summary > guardian (contacts.guardian)

Person > Census > Mailing Addresses > guardian (mailingAddresses.guardian)

# Relationship

Designates the type of relationship between two people. Both people - the selected individual and the name of the person in the row - are affected by the selection. Relationship types are defined for the district in the <u>Relationship Type</u> tool.

Click here to expand...

### **Database Location:**

RelationshipType.name

### **Ad Hoc Inquiries:**

Student > Census > Contact Summary > relationship (contacts.relationship)

Person > Census > Contact Summary > relationship (contacts.relationship)

# **Military Connections**

### <u>Status</u>

Tool Search: Military Connections

The Military Connections tool tracks parent/guardian data for those who are military personnel. This tool works in conjunction with the <u>Impact Aid</u> tool, which tracks parents/guardians who are employed at federal sites (armed forces locations, reservation lands, etc.).

See the core <u>Military Connections</u> article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Military Connections records.

Campus	Q Search for a tool or s
Military Connections だ Census > People > Military Connecti	ን ions
Save Delete New	Print Documents
Military Connections Edi	itor
Status	Start Date End Date
Active Duty, Not Deployed	09/07/2020
09/07/2020	Student Military Identifier
Branch Army •	
Comments	
	.4
- Modified b	y: Administrator, System 10/26/2020 09:54

# Status

Infinite Campus

Indicates the enlistment status of the parent/guardian.

### • Click here to expand...

### **Database Location:**

MilitaryConnections.status

### Ad Hoc Inquiries:

Student > Demographics > Military Connections > status (militaryConnections.status)

Person > Demographics > Military Connections > status (militaryConnections.status)

