Required Documents for Returning Students Using Infosnap

Please use the following as a guideline for documents and information schools will be collecting or verifying as part of the returning student Infosnap enrollment update process.

Document	Direction
Parent ID	Not required for returning student enrollment update. All parents must update by logging in to the Parent Portal. The Parent Portal login is serving as verification of identity.
Proof of residency	- Not required for students who are tagged in PowerSchool as owning a home - Required if student has a change of address - Residency can be checked if there is reason to believe the data is inaccurate (Please contact central office first) - Affidavit of Domicile must be verified annually - Lease documents must be verified annually
Health Records/Health Documents	- Proof of updated immunizations required for Kindergarten and 6th grade - Required if there is a change in medical status - Required - Universal Child Health Record - All other health documentation as needed by school nurse
Custody Order	Required to be on file, updates must be received as stated on the legal custody document