

# 2025 Returning Student Enrollment Checklist

- **Step 1: Register your returning student in Infinite Campus** – If you have not already done so, please log in to your [Infinite Campus Parent Portal](#) and complete your annual online registration for your currently enrolled student.
  - Email [Info@TheVanguardSchool.com](mailto:Info@TheVanguardSchool.com) if you need help accessing your Infinite Campus parent portal account
  - If the registration status is COMPLETE, then you have successfully re-registered your child for the 2025-2026 school year.
  - By selecting REVIEW, you can get a copy of your online registration for your records.

Where to find the Infinite Campus Online Registration in the Parent Portal:

The screenshot displays the Infinite Campus Parent Portal interface. The left sidebar contains navigation links: Home, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Academic Plan, Fees, Documents, Message Center, and More. The main content area is titled 'Home' and features several sections: 'Today's Schedule' (23-24 The Vanguard School) showing 'Spring Break'; 'Documents Need Attention' (No documents); 'Assignments: To-Do' (Missing, Due Today, Due Tomorrow) with a note 'No missing assignments in the current term.'; 'Recent Updates: Last Two Weeks' (Assignment Scores (31), Grades (18), Attendance (2)) listing 'Quiz 16' (20/20, 100%), '12-2' (20/20, 100%), and 'Lab 6' (8/10, 80%); 'Announcements' (Pay school fees here: The Vanguard School/Revtrak); 'Inbox' (Your Non-Household Contacts request for has been approved); and 'Upcoming Dates' (Tomorrow Friday 23-24 The Vanguard School, 04/01/2024 Monday In Service 23-24 The Vanguard School). At the bottom right, there are buttons for 'Absence Requests', 'Contact List', and 'Online Registration', with a red arrow pointing to the 'Online Registration' button.

- **Step 2: Parent ID Badge:** If needed, submit a parent/guardian photo electronically to [Mrs. Gilmore](#). Details for badge pick-up will follow.
- **Step 3: Courser Round Up** – This virtual event in May provides the information you need to prepare for the upcoming school year. Event details will be posted on the [school website](#).
- **Step 4: Confirmation of Intent Survey** - complete the online confirmation survey that will be sent electronically in July.
- **Step 5: [Student Fee](#)** – available through the school website

If you have any questions, please contact the [Enrollment Office](#).