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## Address change through Infinite Campus

1. Log into your Infinite Campus Parent Portal through this link:  
<https://campus.oregon.k12.wi.us/campus/portal/oregon.jsp>
2. Click on "Campus Parent"
3. Login with your Campus username and password.
4. On the left hand side of the page, click on header titled "More"
5. At the top of the list, click on "Address Information"
6. Under your Household information, you will see the primary phone number and the primary mailing address. To the right of your Mailing Address, click on the button that says "Update"
7. You will then see your address listed.
8. Go forward with updating your address and click on the button "Update"
9. This will then prompt a notification to the District Office to approve your new mailing address. They will approve and update your new address after receiving proof of residency.
  - a. Type of proof of residency accepted: current utility bill, valid driver's license, lease/mortgage agreement
10. To submit a proof of residency, you are welcome to send a picture of your proof of residency by email to [registrar@oregonsd.net](mailto:registrar@oregonsd.net) or you can bring in your proof of residency to the District Office at the above address.
11. District Office hours are Monday-Friday 7:30 AM – 4:30 PM.

Questions about this process, please contact the District Office at 608-835-4033

*If you have moved out of the Oregon School District, we will request that you fill out open enrollment paperwork.*

## Address Change Form

Please complete and return this form to the Oregon School District Office. The form may be faxed, mailed or hand delivered to the District Office at 123 E. Grove Street, Oregon, WI 53575. Clearly identify all those involved in the change. Address changes will not be processed without current proof of residency. Please provide one of the following documents: a current utility bill, valid driver's license or a lease/mortgage agreement.

New Household Information	
Address:	Telephone:
City, State, Zip:	Date of move:
Household Adult Members:	
Primary Guardian (First Name, Last Name):	Relationship:
Secondary Guardian (First Name, Last Name):	Relationship:
Student Information:	
Student Name (First Name, Last Name):	Grade/School:
Student Name (First Name, Last Name):	Grade/School:
Student Name (First Name, Last Name):	Grade/School:
Student Name (First Name, Last Name):	Grade/School:
Parent/Legal Guardian Signature	
➤	Date Signed: