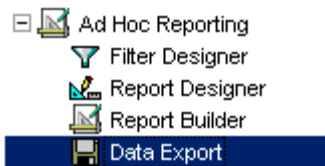


How to Look Up Student Social Security Numbers

Users who are placed in the “Census Look-Up” group will have access to run a report that shows student social security numbers. If there are users in your building who currently need this information, please submit an Infinite Campus work order so that they can be assigned these rights.

- Log on to Infinite Campus.
- Expand Ad Hoc Reporting.
- Click on Data Export.



- In the right pane, expand the **Census Look-up** group.
- Click on “student Student SS#”.
- Choose an export format and click Export.

