

# State Student Locator

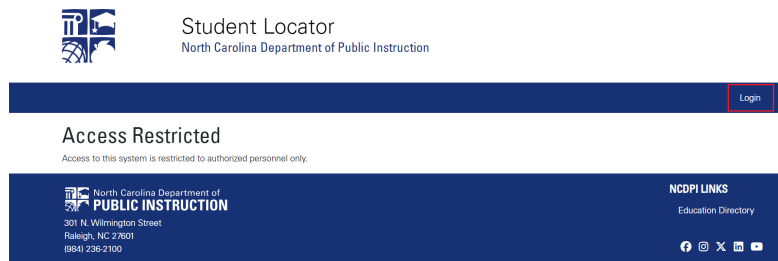
02/07/2025 3:48 pm EST

Please use the information below to request access and, after approval, use the state student locator tool. This statewide collection of tools can be used as a student locator to determine a student's most recent enrollment and the source system (PowerSchool or NCSIS-IC), or to find if a student has overlapping or duplicate enrollments in one or both systems.

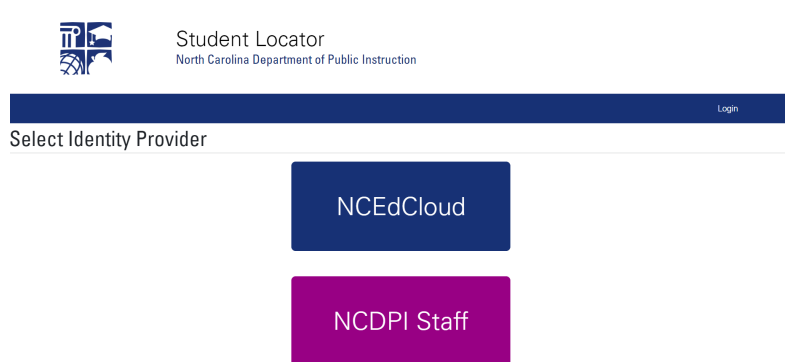
## Request Access

**Navigation:** <https://locator.ncsis.gov>

1. The first time you use this tool, click on **Login** to request access.



2. Select **NCEdCloud** as the Identity Provider.



3. Your **Email Address** will populate from NCEdCloud.
4. Enter your **First** and **Last Name**.
5. Enter your **Job Title**.
6. Check the **box** next to your PSU(s) to request access.

7. Click **Submit Request**.

## Request Access

Email Address

Name

Job Title

Select Access Level

PSU-Level Access

DPI/Statewide Access

Select PSUs

00A: North Carolina Cyber Academy

00B: NC Virtual Academy

010: Alamance-Burlington Schools

01B: River Mill Academy

01C: Clover Garden

Once the request is submitted, a pending approval message will appear:

Your access request has been submitted and is pending approval. Please check back for updates.

NCDPI Staff will review the request and update permissions. If your access needs to change after submission, enter a ServiceNow ticket.



*All student results will reflect the most recent school enrollment in either system.  
Please note that any enrollment changes in the source system may take up to 24 hours to update in the Student Locator tool.*

## Student Locator

Use the student locator tool to search for a student's most recent enrollment across the state. The data provided is pulled from both SIS systems. Data from Infinite Campus is based off of data synced to the State Edition.

**Navigation:** <https://locator.ncsis.gov>



## NCSIS Student Locator Tool

Access to this system is restricted to authorized personnel only. This system can be used to determine the most recent enrollment for students in each PSU where they have been enrolled. It can also be used to identify duplicate students and students with overlapping enrollments. Instructions for use are available at the [NCSIS Knowledge Owl](#).



North Carolina Department of  
**PUBLIC INSTRUCTION**  
301 N. Wilmington Street  
Raleigh, NC 27601  
(984) 236-2100

**NCDPI LINKS**  
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1. Click on **Student Locator** to access the search tool.
2. Enter the student's **UID**.
3. Click **View Student Enrollments**.

Student Locator
Duplicate/Overlapping Enrollments

### Student Search

Student UID

123456789

View Student Enrollments

4. The student's most recent enrollment per PSU will display. Information for the student will include, the source system, student name, date of birth, sex, PSU Number and Name, School Number and Name, Grade, entry date, entry code, withdrawal date, withdrawal code and a graduate indicator.

Note: Only the most recent enrollment per PSU is displayed.

School Year:	2024-2025
Source System:	powerschool
Last Name:	McFly
First Name:	Marty
Date of Birth:	2010-11-25
Sex:	M
PSU:	123 (PSU Name)
School:	321 (School Name)
Grade Level:	9
Entry Date:	2024-08-26
Entry Code:	E1
Withdraw Date:	2025-06-07
Withdraw Code:	
Graduated:	No

## Duplicate/Overlapping Enrollments

Use the duplicate/overlapping enrollments tool to search for overlapping/duplicate student enrollments in the current year enrollment across the state. The data provided is pulled from both SIS systems. Data from Infinite Campus is based off of data synced to the State Edition.

**Navigation:** <https://locator.ncsis.gov>



Student Locator  
North Carolina Department of Public Instruction

Student Locator **Reports** (Logout)

**Duplicate/Overlapping Enrollments**  
UID Reconciliation: Student to Staff

Access to this system is restricted to authorized personnel only. This system can be used to determine the most recent enrollment for students in each PSU where they have been enrolled. It can also be used to identify duplicate students and students with overlapping enrollments. Instructions for use are available at the [NCSIS KnowledgeOwl](#).

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1. Click on **Reports**, then **Duplicate/Overlapping Enrollments**.
2. If access to more than one PSU has been requested and approved, use the **Select PSU** dropdown.

Student Locator Duplicate/Overlapping Enrollments Your Name (Logout)

**Duplicate/Overlapping Enrollments**

Select PSU: 123 (PSU Name)

PSU	School	Source System	UID	Last Name	First Name	Date of Birth	Grade Level	Entry Date	Entry Code
123 (PSU Name)	123456 (PSU School Name)	powerschool		McFly	Marty	2009-08-26	10	2024-11-20	E1
987 (PSU Name)	987333 (PSU School Name)	infinite_campus		McFly	Marty	2009-08-26 00:00:00	09	2024-09-09	E1
123 (PSU Name)	123456 (PSU School Name)	powerschool		Tannen	Biff	2010-04-06	9	2024-10-31	E1
876 (PSU Name)	876453 (PSU School Name)	infinite_campus		Tannen	Biff	2010-04-16 00:00:00	09	2024-09-11	E1
123 (PSU Name)	123456 (PSU School Name)	powerschool		McFly	George	2016-08-05	2	2024-08-27	E1
765 (PSU Name)	765405 (PSU School Name)	infinite_campus		McFly	George	2016-08-05 00:00:00	02	2024-11-08	R3

Students that have duplicate or overlapping enrollments will be listed, with a line for each overlapping PSU and the dates and entry codes to be reviewed. Review the information and contact the other PSU or school as needed.