


# Census Information

06/29/2026 2:16 pm EDT

## Census Verification

### Verify Census Information

*Navigation: Census > Reports > Census Verification Report*

Census data should be verified continuously for accuracy. When verifying census data, check the following:

- Students are in a household with the correct contacts/siblings
- Students should have only one primary household. All other households should be secondary
- Each household has an address (or addresses) marked as physical and mailing
- Relationships are correct
- Guardian is correctly marked
- At least one person in the household has mailing checked
- Emergency priority is set

### Census Data Validation

*Navigation: Menu > Reporting > Data Validation > Data Validation Report*

The following validation reports can be used to identify issues with the census data related to each student.

**(NC) Census Household Cleanup Report**

- Provides a summary of all students and their household information along with reports listing missing or incomplete household data.
- See (NC) Census Household Cleanup Report (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/census-clean-up) for directions on how audit and correct the information.

**Census Rules**

- Provides missing and incomplete household data for students.



**You've completed this section.**

Choose where to go next.

Return to Beginning of Year Overview | Continue to Staff Information