

## Registration 2015-16

This year we have a few changes regarding registration. Carefully read the instructions below. Thank you!

### Instructions for registration:

1. Items you will need:
  - a. Two proofs of residency (see #2 below)
  - b. Money (Total: \$15.00, *unless outstanding fees are owed*)
    - Locker Fee = \$15.00
  - c. Supplies for your locker (optional)
2. Before entering for registration, **all** households **must** provide proof of residency (***a copy of two forms of proof of residency are mandatory each year - no exceptions***). **All** parents/students registering must provide two documents to prove your residency. We accept any combination of the documents listed below:
  - a. Current power bill (preferred)
  - b. Current gas bill
  - c. Current water bill
  - d. Current lease agreement or mortgage statement
3. If any outstanding fees are owed, they must also be paid before proceeding to the next steps.
4. After providing two forms of residency to our staff at the Main Building doors (***Annex building side***), proceed to the next table to purchase a locker.
5. **NEW THIS YEAR:** Students will then proceed to the textbook room to pick up their schedule and textbooks.
6. Deposit textbooks and supplies in the locker and proceed to the library for online registration via Infosnap (*if not previously completed at home*).
7. Exit via the library door (do not come back through the front entrance).

**\*\*Parking - No parking spaces will be sold during registration** = Parking spaces will be sold out of the Annex building on August 7<sup>th</sup> from 9AM-11AM (***Seniors - 9AM, Juniors 10AM, & Sophomores 11AM***). Parking spaces are \$20.00. Anyone purchasing a parking space must have a valid driver's license and a copy of his/her insurance information. Drivers must also know the make, model, and tag number of the vehicle.

Dates, times, and grade levels:

***Due to the number of activities required to process each grade level, we will only allow grade levels in at their designated times. Please do not come early if another grade level is scheduled - no one will be admitted who does not belong.***

Date	Grade level & Time
July 29 <sup>th</sup>	Seniors <b>8AM-10AM</b>
	Juniors <b>10AM-12AM</b>
	Sophomores <b>1PM-3PM</b>
July 30 <sup>th</sup>	Freshmen <b>8AM-10AM</b>
	Eighth Grade <b>10AM-12AM</b>
<b>July 30<sup>th</sup> @ 6PM - Seventh Grade Orientation - All parents and students report to the lunchroom by 6PM for presentation and questions. Registration will take place in the Annex building following our meeting in the lunchroom. Thanks!</b>	