



# Township High School District 214

## Registration Information

### 2016-2017

Welcome to the 2016-2017 school year. The first full day of classes will be **Monday, August 22, 2016**.

Township High School District 214 uses an On-Line Registration and Fee Payment Process. You may complete your registration at home or at any location where you have Internet access. Please plan to allow at least 30 minutes to complete the registration. **On-Line Registration will begin Monday, June 13, 2016, 8:00am central time. Please go to your home school website for a quick link or to <https://www.d214.org/onlineregistration/> On -Line Payments will be accepted using a credit or debit card (MasterCard, Discover, or Visa). You will need the Student's ID number, student's home school name, phone number, and birth date to log in. Note that payment for Drivers Education Behind the Wheel is not available online.** Please follow the directions on the website and verify that demographic information, especially your email address, is current and up to date. If you do not have access to a computer, or if you prefer to pay using cash, check, or money order, please go to your home school main office to complete the registration process.

The Board of Education approved registration fee for the 2016-2017 school year is \$360. However, if paid by July 31, 2016 the registration fee is \$335. **Parents are encouraged to take advantage of the early registration fee. After July 31, 2016, or if you have been denied a fee waiver and approved for a payment plan, the registration fee will be \$360.**

There will be a \$65 fee per student for those who participate in any of the identified cocurricular activities which will cover their participation for the entire year. A link to the list will be available during the on-line registration process or in your school office. Particular cocurriculars may have additional fees charged by the sponsor/coach to ensure the program continues to run successfully. Students on fee waivers will have these fees waived.

Any optional fees (not included on-line), health and immunization records, athletic registrations, and other information included in this packet will need to be mailed in, or dropped off in the main office.

Transportation is **free** for students living **beyond 1.5 miles** from school. Students not eligible for free transportation may purchase this service (\$540 for the 2016-2017 school year), based on seat availability on regular routes. Please contact the main office for more information.

**If you are applying for a fee waiver, you must go to your home school main office with the required documentation for approval and to register. The required documentation includes: a copy of your 2015 Income Tax Return (1040), W-2 forms, and 4 current paystubs for each person working within the household.**

**Reminder to all Freshmen and New Students:** You must provide proof of residency and original birth certificate. Letters have been sent out with detailed information. You must submit a current physical and the appropriate immunization records in addition to On-Line Registration in order for your enrollment to be considered complete. You can download and print these medical related forms from the registration website.

**Returning Students:** Schedules, IDs, bus schedules, and other information will be available after you have completed on-line registration and cleared any outstanding obligations.

**Student attending Alternative Schools or Programs Outside the District** are required to register, pay fees, and apply for fee waivers at their respective home school main office. It is imperative that all students, regardless where they attend school, register at their home school. Failure to register within the appropriate timelines will result in the suspension of all services including transportation.

Student Accident Insurance enrollment forms for coverage through Markel Insurance Company are available in the Main Office or on the registration portal website. If you elect this additional coverage for your student, follow the instructions outlined in the brochure. Markel Insurance Company is not affiliated with Township High School District 214.

Please see attached sheet for building specific information.

We look forward to seeing you in August!

## **School Name**

**2016-2017 school hours:**

**School main office summer hours:**

**Fee payment assistance days/times:**

**Walk-in Registration days/times:**

**Schedule, IDs, bus schedule and pertinent bldg. information dispersed days/times:**

**Freshmen:**

**Sophomore, Junior, Senior:**

**Fee waiver registrations: When? How?**