

**Roosevelt High School**  
**Payment of Fees and Mailing of Course Schedule**  
**SY 2018 - 2019**



**Mail-In Fee Payment and Mailing of Course Schedule**

Fees should be paid via mail by **July 6, 2018**. Mail must be postmarked no later than **July 6, 2018**. The student's course schedule and receipt of payment will then be mailed to the address listed on school records during the week of **July 16, 2018**. Please mail payment, Schedule of Fees form (below) and the Student Demographic Information sheet (if there is any change of information).

Please keep your receipt and canceled check as proof of payment. **Bring your receipt** to pick-up the Activity Card (for athletic events) from the main office between **August 6 - 10, 2018 from 8:00am-4:00 pm**.

Counselors will be available for course schedule changes on **Friday, August 3, 9-11 a.m.**, only for students who have received their course schedule in the mail. Student must bring in his/her course schedule in order to process a course change. No personal changes are allowed.

The only types of program/course changes that will be considered priority are:

- |   |   |
|---|---|
| 1. Duplication of courses                       | 6. Failure in a course                                    |
| 2. Homogeneous grouping changes                 | 7. Early admissions (Proof of college acceptance)         |
| 3. Graduation requirements                      | 8. Off Campus (Proof of employment)                       |
| 4. Incomplete schedule                          | 9. School Service (TA) (Grade 12 only, contract required) |
| 5. Summer school completion (bring report card) |   |

**Walk-In Fee Payment and Pick Up of Course Schedule**

Sophomores, Juniors, and Seniors who **DO NOT** mail in their fees (or if fees are received after July 6) must report to the Roosevelt Auditorium on **Monday, August 6, 12:30 – 1:30 p.m.** to pay for fees and to pick up his/her course schedule. These students will not be allowed to do course schedule changes until after the start of school. The same stipulations listed above (items 1 – 9) apply to course changes done after school starts. There will be **NO** course changes for personal requests.

Important dates to remember:

- **August 6**      **First day for Freshmen** (8:00 a.m. – 2:30 p.m.)
- **August 7**      **First day for All Students!** (All periods, starting at 8:00 a.m.)

----- **Detach and mail this bottom section with payment** -----

**Schedule of Fees**

*Mail to: Roosevelt High School, Fee and Schedule, 1120 Nehoa Street, Honolulu, HI 96822*

*Mail-In option must be **postmarked/received by July 6, 2018.***

Student Name (Print clearly): \_\_\_\_\_ Entering Grade: \_\_\_\_\_

*Check all that apply*

**Schedule of Fees**

- |  |                 |
|--|-----------------|
| ___ <b>Student Government Dues (Gr. 9-12).....</b> | <b>\$ 10.00</b> |
| ___ <b>Class Dues (Gr. 9-12).....</b>              | <b>\$ 8.00</b>  |
| ___ Graduation Fee (Gr. 12 only)*.....             | \$ 60.00        |
| ___ Activity Card (for athletic events).....       | \$ 25.00        |
| ___ Yearbook.....                                  | \$ 50.00        |

**TOTAL:      \$ \_\_\_\_\_**

Please note that all **bold** fees are mandatory. **Make checks to: Roosevelt High School** (\$25 return check fee). Failure to pay will result in an accumulation of outstanding obligations and restriction from some school events.

\*Graduation Fee is only for seniors who wish to participate in the **2019** graduation ceremony.

For office use only:    \_\_\_ cash            \_\_\_ check # \_\_\_\_\_            Receipt # \_\_\_\_\_