

Intent to Return 2019 – 2020 School Year

Please indicate your student's Intent to Return/Not Return to Summit Academy

- If your student is returning, please follow the steps below to complete your registration.
- Not Returning to Summit Academy for 2019-2020 school year:
(Click Here) [Not Returning](#)
- If you have Siblings for Consideration that are currently not attending Summit Academy, please go to: (Click Here) [Siblings for Consideration](#)
- If you are interested in a Campus Transfer, please go to:
(Click Here) [Campus Transfer Request](#)
- Current 6th Grade students interested in going to 7th Grade at the Independence Campus, we will be sending information out in January.

Returning to Summit Academy for the 2019-2020 School Year. Please follow the steps to complete your registration.

Login to your SIS Aspire Account: <https://summit.usoe-dcs.org>

You will need to login under your parent SIS Aspire account and not under your student's account. If you have more than one student at Summit Academy you will select each student that is returning, if you only have one student the student profile will appear.

Step 1 – See the green flag that will show you the next grade level of your student.

Register Student for Grade (-) Select the link to start the process.

The screenshot displays the Summit Academy SIS Aspire Account interface. At the top, there is a navigation bar with 'aspire home', 'students', and 'reports' links, along with a 'Logout' button. The main content area is titled 'Student Name (SIS Number)' and features a 'Register Student for Grade' checkbox with a green flag icon. A blue arrow labeled 'Step 1' points to this checkbox. Below the checkbox, there are tabs for 'Student', 'Info', and 'Enrollment'. The 'Assessment' section shows 'Student Achievement Backpack Reading at Grade Level' with a table for 'Grade (Year)' and 'Fall Mid-Year Spring'. The table has rows for 3 (2019), 2 (2018), and 1 (2017). Below the table, there are three status indicators: a green circle for 'Is Reading at Grade Level', a red circle for 'Is Not Reading at Grade Level', and a blue square for 'Has Reading Intervention'. Other sections include 'Fees', 'Free/Reduced Meal Application', 'Lunch Account', 'Account Balance Detail', 'Registration', and 'Signed Agreements'.

Step 2. To complete your student's registration, you will need to complete the following forms.

The screenshot shows a registration page titled "Register student for grade [] at Summit Academy". A list of seven forms is shown, all marked as "Incomplete":

- #1 - Enrollment Information
- #2 - Network Acceptable Use Policy
- #3 - Acknowledgement of Head Injury
- #4 - Acknowledgement of Special Notices
- #5 - Anti-Harassment Policy
- #6 - Dress Code
- #7 - Bully, Cyber-Bullying, Hazing, and Retaliation Policy

Callout 1 (left): "Step 2" points to the registration page.

Callout 2 (middle): "Your campus name will be listed; if you had put in a request for a Campus Transfer, you still need to register to your current campus, and if your request is accepted, the office will change the campus status."

Callout 3 (right): "You can return to the home page by selecting Return to Aspire. If you do not have time and need to come back you can logout and then log back in and finish the registration before the deadline of December 18, 2018".

Verify that all information is correct on your student's SIS Aspire account. If anything needs to be changed please make the corrections.

#1 Enrollment Information:

Update the following: if nothing has changed on your student's account you can scroll to Health Concerns (yes or no) then to the bottom and click

- Specify Preferred Name –
- Restricted Information –
- Language the Adults in the household use –
- Address Information –
- Communication –
- Special Programs –
- Health –
- Military Child –
- Legal Bindings –
- Contacts –
- Suggested Contacts –
- Emergency Contacts –
- Race/Ethnicity –
- Notes –
- Save >>

After you complete your student's #1 Enrollment Information page you will then be required to complete the remaining forms #2 - #7:

- **#2 Network Acceptable Use Policy**
- **#3 Acknowledgement of Head Injury**
- **#4 Acknowledgement of Special Notices**
- **#5 Anti-Harassment Policy**
- **#6 Dress Code**
- **#7 Bully, Cyber-Bullying, Hazing, and Retaliation Policy**

Once you have completed all forms you are ready for the 2019-2020 school year. If any changes occur from now until first day of school, you will need to notify the Front Office of those changes.

You will receive an email confirming your registration has been completed.

Thank you,

Summit Academy