

CHSD 218 Registration Information

REQUIRED REGISTRATION STEPS	DATES
<p>Step 1: Residency Verification:</p> <ul style="list-style-type: none"> All Families are REQUIRED to provide Proof of Residency EVERY year by providing the following documents: <ul style="list-style-type: none"> <input type="checkbox"/> current driver's license/state id <input type="checkbox"/> current mortgage/lease/property tax bill <input type="checkbox"/> 2 current bills (utility/vehicle registration) <input type="checkbox"/> Birth Certificate (Freshman & Transfer Students) Residency Documents can be mailed, faxed, emailed, or dropped off. <p>Residency Email: Shepard.Residency@chsd218.org Residency FAX: 708-371-7688</p>	April 4, 2018 – July 26, 2018
<p>Step 2: Health Records:</p> <ul style="list-style-type: none"> State of Illinois REQUIRED: All Freshmen MUST provide a current physical/immunization record. All Seniors must provide proof of the MCV4 (Meningococcal Conjugate) vaccine. Health records must be approved by the school nurse Health records can be mailed, faxed, dropped off Health forms can be found here: Health Forms 	April 4, 2018 – July 26, 2018
<p>Step 3: Skyward Online Data Verification:</p> <ul style="list-style-type: none"> All Families are required to complete data verification through Skyward Family Access 	April 4, 2018 – July 26, 2018
<p>Step 4: Fee Payment:</p> <ul style="list-style-type: none"> Payments of 2018-19 school fees, iPad Protection plan, & other fees Fees can be paid through Skyward Family Access, Mail, or through the School Bookkeeper. 	June 25, 2018 – July 26, 2018

STUDENT SCHEDULES will be available through Skyward Family & Student Access beginning JULY 6, 2018 for families that complete REQUIRED REGISTRATION STEPS 1-4 listed above.

All REQUIRED REGISTRATION STEPS can be completed electronically. In addition, walk-in dates are available:

Evening Walk-In (Residency Verification <u>only</u>)	Wednesday, April 4, 2018 5:30 p.m. – 7:30 p.m.
Summer Office Hours:	June 4, 2018 – July 26, 2018 (Monday-Thursday) 8:00 a.m. – 11:00 a.m. 1:00 p.m. – 4:00 p.m.
<p>Traditional Walk-In:</p> <ul style="list-style-type: none"> Families who have completed ALL REQUIRED REGISTRATION STEPS listed above – DO NOT NEED TO ATTEND WALK-IN REGISTRATION 	August 6, 2018 & August 7, 2018 1:00 p.m. – 6:00 p.m.