

**2018-2019 SCHOOL YEAR  
REGISTRATION INFORMATION & PROCEDURES  
AUGUST 6, 7, 8, & 9**

Registration will begin at the Main Office entrance. Students need to be present to complete the process. Students will turn in paperwork (details below), pay fees, take pictures, receive ID, receive Planner/Handbook and calendar, change passwords, receive Chromebook (freshmen and transfer students), and receive locker information and first semester schedule. Schedules will not be issued until the registration process is completed. **Freshmen must have a completed physical form including immunization record and BMI test results to begin the registration process.** Students will have the opportunity to walk their schedule and visit their lockers on their own after they have registered.

**New this year:** Paperwork may be dropped off the week prior to registration, July 30-August 3, between 8AM and 3PM in the Main Office. Please consider dropping off all paperwork in advance to expedite the registration process. You will receive a separate mailing with all the items (except physicals and senior-only documents) that need to be completed and returned.

Registration must be completed by each individual student. Parents/Guardians and other Naperville North High School students will not be allowed to register for another student. *Students who are unable to register at their appointed time may register as soon as possible after that session on any other grade level scheduled day.* **Students who cannot register on any of the registration days must attend late registration on Wednesday, August 15<sup>th</sup> – 8:00AM to 12:00PM.**

If you have questions regarding registration assignments or need to make special accommodations for a student with a disability call (630) 420-6582.

This information pertains to the separate mailing with the items needed to complete and return:

1. **You must pay the exact amount on the fee billing statement in addition to any optional fees you select. Students with fines or outstanding obligations have had this amount added to their 2018-2019 fee billing statement.** All fees and/or outstanding obligations may be paid with cash or check at Registration. Checks should be made payable to School District 203. Credit card payments can **ONLY** be accepted through Student Quick Pay. **If you choose to pay by credit card through Student Quick Pay, you must bring your receipt with you to verify payment.** Student Quick Pay is available by clicking the Web Store icon on the top of the Naperville North website.

**FREE AND REDUCED LUNCH** applications will be included in the separate mailing. **A new application needs to be completed for each school year.** It is recommended that you return the completed application to the front main office **PRIOR** to Registration. Applications are also available online after July 1, 2018 at [www.naperville203.org](http://www.naperville203.org).

Any parent/guardian requesting a **payment plan** application should contact, Jay Wachtel, Assistant Principal, at (630) 420-6582 or Nandini Asar, Financial Secretary, at (630) 420-6486. It is recommended that you return the completed application to the front main office **PRIOR** to registration.

2. Fees for registration consist of:

a. General Fees	Grade 10	*\$84.50 (includes \$3.50 towel fee)
	Grades 9,11,12	*\$88.00 (includes \$7.00 towel fee)
	Technology Fee	*\$50.00 (applies to all students)

- b. Instructional Course Fees Required (see Naperville North Registration Website)
- c. Optional Fees (see fee billing statement)
- d. *A penalty charge of \$25 will be assessed for each returned check.*

Please note: Any refunds due at the end of the academic school year will automatically be credited toward the fees for the next academic school year. Refund checks due to seniors will be mailed after graduation.

3. **HEALTH & EMERGENCY INFORMATION.** *Freshmen must have a completed physical form including immunization record and BMI test results to register for school.* State of Illinois guidelines dictate that students not meeting this obligation will not be allowed to attend school. This physical also meets the requirements for athletics. **Please make a copy of your physical to give to the athletic office if you will be using it for their required sports physical.**

Students new to District 203 schools should be sure that their health records are forwarded from their previous school. New students have 30 days to meet this obligation.

**Please review the following information prior to registration:**

4. **Bus information** and pick up time are available in Infinite Campus on the Transportation tab.
5. **Pictures for the Yearbook and ID cards** will be taken at time of registration. Picture order forms are included in this packet. Proper dress code is required for the Yearbook and School ID pictures. If you have any questions about our Dress Code policies, please refer to your Student Handbook or visit our website at <http://www.naperville203.org/north/>. Our dress code is also explained in the Parent Guide which is posted on our website. Picture retakes for grades 9-11 will be September 20 in the NPAC. ID cards will be issued to students at no charge. Replacement of lost cards is \$5.00.
6. The **Student Planner/Handbook** for 2018-19 will be given to each student. The Planner/Handbook contains information about procedures and activities at NNHS as well as a comprehensive Writing Guide for use with writing assignments in all departments. Students will sign their Registration Card to indicate they have received the handbook.
7. Naperville North **Calendars** (previously mailed to homes) will be distributed at Registration.
8. Parking is a privilege extended only to seniors. Parking is very limited on school grounds and is by permit only. **Parking regulations will be enforced from the first day of school.** Only cars with a parking tag will be allowed to park on campus. Cars parked illegally may be towed at the owner's expense. Students are encouraged to use bus transportation as much as possible. Seniors should bring a separate check to pay for parking tags at registration. There is a \$100.00 per year, non-refundable fee for parking tags.
9. **PE locks, shirts, and shorts** can be purchased at the School Store station. The costs are as follows: PE lock-\$8, PE shirts – cotton - \$10, Dryfit - \$15, PE unisex shorts- \$15, 5”/9” length. A separate check or cash must be used to purchase these items.
10. **Insurance for students:** Naperville Community Unit School District 203 has purchased student accident insurance coverage on your child's behalf. The student accident coverage covers injuries that occur during any school sponsored and supervised activity including all athletic activities. If the family has their own medical coverage, this policy reimburses for out of pocket expenses including co-pays and deductibles (subject to policy conditions, limitations and exclusions) If they do not have medical insurance, our coverage is primary.
11. All students will be given access to the **District 203 network** unless a direct request to deny access is submitted in writing to the principal of your child's school. A copy of the Naperville District 203 Acceptable Use of Electronic Networks is printed in the handbook.