



# ACUSD #11 PRIORITY ONLINE REGISTRATION 2019-2020



**RETURNING K-8 STUDENTS WITH NO CHANGES**  
 If your child is currently enrolled in ACUSD, resides at the same location from which he/she was enrolled last year and will be in grades K-8, you may register your child(ren) from the comfort of your home computer or digital device.

-Alton High School Students (will receive a separate mailing)  
 -Early Childhood Students (will receive a separate mailing)  
 -Families who are new to the District  
 -Families with an **ADDRESS CHANGE**  
 -Families with name changes or guardianship changes  
 -Families declared as Homeless  
 -Families who have not submitted a certified copy of their child's birth certificate.

**ONLINE REGISTRATION**  
**WHEN: April 22, 2019-May 10, 2019**

**Central Registration**  
**WHEN: July 23, 2019 or July 24, 2019**  
 11:00 am - 7:00 pm located at Alton High School

**Priority Online Registration Details**  
 -Log on to: [www.altonschools.org](http://www.altonschools.org)  
 -You will need a valid email address and your Skyward Family Web Access Login.  
 -If you do not know your credentials for Family Web Access please contact your child's school.

**Central Registration Procedures**  
 Report to Alton High School - 4200 Humbert Road, Alton, IL to complete the registration process. **ALL FAMILIES** who participate in centralized registration **MUST PROVIDE TWO PROOFS OF RESIDENCY** (see website- [www.altonschools.org](http://www.altonschools.org) for guidance regarding student residency)

Click the "Register Now" Button and follow the prompts to complete online registration. Once registration is complete you will receive a confirmation email.

Please see reverse side for a list of documents needed to complete the registration process.

**SCHOOL FEES:**  
 -Fee schedule on Reverse Side  
 -Fees may be paid in the following manner:  
   - Full payment or partial payments may be made anytime online through the Family Access Portal (those eligible for online registration).  
   -During Central Registration at Alton High School (July 23 & July 24, 2019)  
   -At 550 Landmarks (please call 618-474-2600 prior to coming to ensure availability of this option)  
 -Those eligible for priority online registration do not need to pay fees in full during the online registration dates.

ALL STUDENT FEES will need to be paid, a waiver of fees applied, or a formal payment plan set up through the District Finance Department (fees station during Central Registration ) no later than July 24, 2019.

**MORE INFO ON REVERSE SIDE**

Alton Community School District #11  
 Student Registration for 2019-2020  
 Kindergarten – 8<sup>th</sup> Grade

**Alton High School Students and Early Childhood Students**

- Alton High School students will receive a separate mailing with instructions for centralized registration planned for the week of July 29, 2019.
- Early Childhood students will receive a separate mailing with more details about their registration/enrollment requirements and dates.

**Central Registration Procedures**

If you are unable to complete priority online registration, you are **required** to attend Central Registration at Alton High School, located at 4200 Humbert Road, Alton, IL on July 23 or 24. Please see the schedule below. The schedule is provided to assist with your planning. If you can't attend during your suggested time, please come at any of the times listed during these two days.

<b>K – 8 Centralized Registration Dates and Times</b>		<b>Student Last Name</b>
<b>Date</b>	<b>Time</b>	<b>Beginning</b>
Tuesday, July 23	11:00 am – 7:00 pm	A through K
Wednesday, July 24	11:00 am – 7:00 pm	L through Z

**Necessary Documents**

**All families** who participate in centralized registration will need to provide:

- Two proofs of Residency (see website for guidance regarding student residency);

**For students who are new to the Alton School District or students who have an address change, a custodial parent or legal guardian** must bring in the following documents to complete the enrollment/registration process:

- Two proofs of Residency (see website for guidance regarding student residency);
- Certified Birth Certificate of student;
- Enrolling custodial parent or legal guardian picture identification;
- Any court documents pertaining to custody of the child (if applicable);
- **If completed**, Student Health Information Forms/Physical/Dental Forms, (Health forms and requirements can be found on the District Website ([www.altonschools.org](http://www.altonschools.org)) under the “Parents” link.

**Fees**

Supplemental fees for the 2019/2020 school year are posted in Skyward Family Web Access. You may make the payments online through Skyward Family Web Access, during Central Registration, or at 550 Landmarks. If you are eligible for a Fee Waiver due to Direct Certification (verification through IDHS that the student is eligible for SNAP, TANF, or Foster Child status), that credit will be posted on Family Web Access on July 22. If you are not directly certified but believe you may qualify for a waiver of the yearly fees, you may complete a Household Eligibility Application. In order to complete the approval process for a waiver of fees with the Household Eligibility Application, you must present **two** month's proof of income from May – July or a letter from IDHS stating that someone living in the student's home is currently receiving SNAP or TANF benefits. The application is available on the Registration Link on the district website.

<b>2019 – 2020 SUPPLEMENTAL FEES</b>		<b>2019 – 2020 ATHLETIC PARTICIPATION FEES</b>	
Kindergarten – Grade 5	\$90	Alton Middle School	\$60
Grades 6 – 12	\$100	Alton High School	\$85
Technology Fee K – 12	\$20		

**NOTE:** Additional fees may be charged for elective classes, PE uniforms, music fees, parking stickers, etc.

**QUESTIONS? Please call (618)474-2600**