



Morton West Registration

Grades 10, 11 & 12

Monday, June 11th 12pm-6pm

Friday, June 15th 8am-12pm

Tuesday, June 19th 12pm-6pm

Wednesday, June 20th 8am – 6pm

Registration Frequently Asked Questions

What do I have to do to register for the 2018-2019 school year?

- 1.) Complete Online Registration (OLR) using Skyward *Family Access*. This step must be completed by parents/guardians only.
- 2.) Please read the letter regarding the third party residency verification vendor that District 201 will be using to verify residency. Families will be notified if they must visit the Residency Verification station at Registration Processing or if they may bypass this step. It is essential that parents read the communication carefully.
- 3.) Visit the Health Services Office with the *Student Emergency Form* and proof of Meningitis vaccine (**Seniors ONLY**). Students with doctor's orders or special medical needs should also bring this information to Registration Processing to review with a registered nurse.
- 4.) Pay technology and registration fees online or in person at the Cashier's Office.
- 5.) Purchase uniforms, books & supplies online or in person at the Bookstore.
- 6.) Complete the *Student Lunch Application (Food Service Application)* in mid-July.

The deadline is June 30th to complete steps 1-4. Families are encouraged to pay fees by June 30th, though payments may be made throughout the summer at the Cashier's Office. Failure to adhere to these deadlines may compromise your student's schedule and result in late registration fees.

What do I need to do to verify residency & family guardian information for the 2018-19 school year?

- 1.) District 201 has contracted with a third party vendor who will use the parent's name and address to crosscheck the information against other electronic databases such as utility companies. We anticipate that the residency of most families will be verified in this manner.
- 2.) Returning students for whom we are unable to verify electronically will be contacted via letter & phone to notify them that they will be required to present five proofs of residency on one of the June Registration Processing dates above.
- 3.) Families with a change in address and/or residential/custodial guardianship must bring updated proofs of address and/or guardianship at registration. Parents/guardians residing in a separate household than their student can be updated in person, at this time. Please bring any documents to support court-appointed guardianship at processing.

What Health Records and documents are needed?

- 1.) All senior students must provide an updated immunization records prior to the first day of school for the meningitis vaccine.
- 2.) All students must submit the *Student Emergency Form* (yellow form) at registration processing.

When can I visit the Bookstore & Cashier's Office to make purchases uniforms and pay fees for the 2018-19?

- 1.) Families are encouraged to pay fees online.
- 2.) The Cashier's Office and Bookstore is open for uniform and supply purchases on processing dates and during the summer.

For additional information or to make an appointment:

Morton West website, www.morton201.org

Morton West Operations Office, (708) 780-4100 x 3045

New Student Enrollments, (708) 780-4100 x 3042

