



# SGCHS 2017-2018 Registration Checklist

Use this form to check off each step in our registration procedure. When every box is checked, your registration will be ready to process. **Read the course descriptions in the Registration Handbook online at [sgchs.psd70.ab.ca](http://sgchs.psd70.ab.ca)!** Completely fill out and sign the following forms:

- Parkland School Division #70 (PSD70) Student Registration form or PSD70 Registration Verification Sheet  
(This **must** be signed by your parent/guardian).

- Cross Boundary Attendance/Transportation form if you do not live in the Spruce Grove attendance area (*This is required by Parkland School Division*). **The Cross Boundary bus fee is \$300.00 and can change without notice – please contact Transportation department (780-963-8452)**

**OR**

Regular transportation form if you have a rural address  
(**Only if you require bussing to and from school**)

## **NOTE:**

If you reside outside the SGCHS attendance area you must have you **Cross Boundary Attendance** form signed by an administrator at Memorial and SGCHS **before** your registration will be approved.

If you are unsure about our attendance boundaries, please contact the Parkland School Division No. 70 Student Transportation office at 780-963-8452.

- Request for Student Records Form (*Include your last school's name and address*)

2-part  
Form with  
Insert

- Responsible Use of Technology Agreement form (*signed by student AND parent/guardian*)  
 Parent Consent Form regarding "Freedom of Information and Protection of Privacy"  
 Locker Agreement Form (*signed by student AND parent/guardian*)

- Course Selection Form:                    **GRADE 10 – blue**                    **GRADE 11 – yellow**                    **GRADE 12 – purple**

## **WE ALSO NEED:**

- A copy of Birth Certificate  
 Latest report card  
 Call Student Services at 780-962-0800 to book an appointment to register  
(**ONLY** if you do not have a Registration Evening at your Grade 9 School!)