



SGCHS 2019-2020 Registration Checklist

Use this form to check off each step in our registration process. 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!**

- Parents need to complete either the 'New Student Form' or the 'Returning Student Form' via the online Powerschool Registration. The returning student form will be accessible via a link that is sent directly to parents/guardians. **Please ensure you have access to your Powerschool Parent Portal.**

A **New Student** is one who has never attended a Parkland School Division school or has never had a Parkland School Division bus pass before (e.g. students entering Kindergarten, new residents).

A **Returning Student** is one who **has attended a Parkland School Division school and/or rode on a Parkland School Division bus before** (e.g. students entering Grades 1-12).

Please go to <http://www.psd70.ab.ca/Registration.php> for more information.

- Complete the Cross Attendance Area form if you **do not** live in the Spruce Grove attendance area (*This is required by Parkland School Division*). **Additional cross attendance fees will apply. Please contact the Transportation department (780-963-8452) for more information.**

NOTE:

If you reside outside the SGCHS attendance area you must have a **Cross Attendance Area** form signed by an administrator at MCHS 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 previous school's name and address*)
- Course Selection Form: **GRADE 10 – green** **GRADE 11 – white** **GRADE 12 – white**

WE ALSO NEED:

- A copy of the Birth Certificate, Latest Report Card, and Proof of address.**
- Call Student Services at 780-962-0800 for inquiries!