

## **Online Returning Student Registration Process - 2023-2024**

### **Step 1**

1. Update student personal information.
2. Sign Student Info Sheet
3. Gather medical items needed (if applicable).
4. Return paperwork to [diane.osborn@ccschool.net](mailto:diane.osborn@ccschool.net), front desk, or drop box at Entrance A.

### **Step 2**

Pay the balance due on your account plus the \$75 registration fee, \$125 for new siblings.

**\*\*Complete both step 1 and step 2 before February 14th.**

### **Step 3**

Register your student for 23-24 with the google link starting Feb 14th. This link will be sent on Feb 13<sup>th</sup>, but not active until Feb 14<sup>th</sup> at 6:30am.

If you register with the link on Feb 14<sup>th</sup>, but have not returned your paperwork and payment, your timestamp on the link will not be valid. Please return your paperwork and make your payment **before** Feb 14<sup>th</sup> to ensure your registration time is valid.

Registration will open to the public February 21<sup>st</sup>. Please keep in mind that the \$75 returning student registration fee will go up to \$125 after May 1st. Teacher selection will occur in May and will be based on the time of your registration in February.

If you have any questions about the registration process, please contact Diane Osborn at [diane.osborn@ccschool.net](mailto:diane.osborn@ccschool.net).