



RIDGEWOOD HIGH SCHOOL

DISTRICT 234
7500 WEST MONTROSE AVENUE - NORRIDGE, ILLINOIS 60706-1196
708-456-4242 FAX 708-456-0342
www.D234.org

Dear Class of 2025 Family,

We are excited that you will be joining the Ridgewood High School Family in the fall of 2021! Here is important information for registering your incoming freshman student for the 2021-22 school year. *Please note, these registration steps have changed a bit from years past.

Step 1: Enrollment is a one-time process occurring when a student enters Ridgewood High School for the first time. **New Student Online Enrollment** is open for you to enroll your student for next year. New Student Online Enrollment (NSOE) works best on a web browser or computer rather than on a mobile device or tablet. To get started please go to www.D234.org. Click **PARENT PORTAL > STUDENT ENROLLMENT & REGISTRATION**. A step-by-step guide for enrollment accompanies this letter. Please make sure to have your child's birth certificate handy, since you will be required to upload a copy when completing New Student Enrollment. We are here to help! Please call Jennifer Tan (708/ 456-4242 ext. 1248) or Lori Freese (708/ 456-4242 ext. 1271) with any questions.

Step 2: When you enroll your student, you will be asked to choose an elective course for freshman year. Freshmen can choose from Band, Language (Italian or Spanish), both Band & Language, or no elective at all. This is an important step to ensure your student gets what they need their first year in high school.

Step 3: There has been a change to our residency procedures! District 234 has contracted with an outside vendor to automatically verify the residency of all students. This means less of a hassle for our families and a more effective and accurate means of checking the actual residency of each student for our District. If your residency is verified through this process, no other steps need to be taken. If your residency changes during the course of the school year, you will need to inform the Student Services Department of the change of address. If we have further questions about your residency, we will ask you to provide more information (mortgage, lease, etc.) A list of documents is listed on our website and can be found at <https://www.d234.org/student-life/residency/>

We welcome you to the RHS family and look forward to many years of collaboration and success!

In Partnership,

Gina Castellano, Principal



★ Academics ★ Activities ★ Athletics ★

Ridgewood

High School, District 234

7500 W. Montrose, Norridge, IL 60706

8th Grade

Information Night

Thursday, January 14, 2021

7:00 PM

Zoom Link:

<https://zoom.us/j/99091300608?pwd=MTFETIU0ay9QZHJuMUtvRkdvUGxGUT09>

It is with great pleasure that we write to invite our future Rebel families to 8th Grade Information Night during the evening of Thursday, January 14, 2021 starting at 7:00 pm, via Zoom. The evening is centered on the theme of "Triple A" – Academics, Activities, and Athletics

We look forward to meeting the families of our current and future Rebel students!

Questions?

Please contact Gina Castellano – Principal,
gcastellano@ridgenet.org and/or (708)697-5534

★ Academics ★ Activities ★ Athletics ★

New Student Enrollment Portal

Enrollment Instructions

***** If you have a student currently enrolled at Ridgewood and are enrolling a new student you can skip to Step 7. Enrollment Portal is available in top left navigation column.**

1. Go to www.D234.org
2. Click on PARENTS link at the top of the page



3. Select **Student Enrollment & Registration**



**Student Enrollment
& Registration**



Skyward



Cafeteria

4. Click on the Green NSOE in Step 1 to begin enrolling your student.

Online Enrollment, Registration and Calendars

The following is an overview of steps to complete enrollment and registration for Ridgewood High School. The table includes a timeline and provides links in [Green](#) to easily access information and documents.

Step 1: NSOE (New Student Online Enrollment)

Step 2: Verify information & submit any required documents

Step 3: Pay fees: 2021-2022 Fees (pay after July 1, 2021)

New Student Enrollment Portal

5. Complete **legal/parent guardian information** including name and active email account and submit **Online Enrollment Account Request**.

Enter the name of the legal parent/guardian of the student you want to enroll

* Enter Legal First Name:

* Enter Legal Last Name:

Enter Legal Middle Name:

Enter Legal Name Prefix: | Enter Legal Name Suffix:

Enter contact information

I don't have an email

* Enter Email Address:

* Re-type Email Address:

* Enter Primary Phone Number:

Asterisk (*) denotes a required field

[Click here to submit Online Enrollment Account Request](#)

6. Open email entitled **Complete Student Enrollment** and click on provided url to complete Skyward enrollment. Email will include login and temporary password.

Reply Reply All Forward



FO 11/5/2015 11:47:04 AM

skywardemail@ridgenet.org

Complete Student Enrollment

To: Jennifer Snyder

This message was sent with High importance.
We removed extra line breaks from this message.

Dear Jen Snyder,

Thank you for the request to enroll your student. You must now log into the system to complete the enrollment.

Please note - you must complete this last step to complete the enrollment.

To complete the enrollment, please visit this url: <https://skyward.iscorp.com/scripts/wslsa.dll/WService=wse@ridgewoodil/sfemnu01.w>

Your login is: jsnyder@ridgenet.org

Your password is: 37956

District: Ridgewood Community High School District 234 District Web Site: www.ridgenet.org

State: IL

District Code: 0162340

Live Student Data 05/29/14

New Student Enrollment Portal

- On Skyward Login page, enter login and password from email.

SKYWARD®

Ridgewood Community High School District 234
Live Student Data 05/29/14

Login ID:

Password:

[Forgot your Login/Password?](#)

05 15. 10.00.09

Login Area:

- In New Student Enrollment: Application Portal **complete all 6 steps** with necessary information. Only one step may be edited at a time.
*Step Completion Date will be located on right side of screen

New Student Enrollment: Application Form

Instructions for completing the student application
Please note the Select Language tool in the top right hand corner of this page. This tool will translate this form into other languages.
Answer the questions to progress through the application form.
Click 'Save and Continue to Fill Out Application' to save your progress and stay on this screen.
Click 'Save and go to Summary Page' to save your progress and return to the summary page.
Click 'Leave WITHOUT Saving' to return to the summary page without saving.

Asterisk (*) denotes a required field

Step 1: Student Information	<input type="button" value="View Only"/>	Date Completed: 10/26/2018
Step 2: Family/Guardian Information	<input type="button" value="View Only"/>	Date Completed: 10/26/2018
Step 3: Medical/Dental Information	<input type="button" value="View Only"/>	Date Completed: 10/26/2018
Step 4: Emergency Contact Information	<input type="button" value="View Only"/>	Date Completed: 10/26/2018
Step 5: Requested Documents	<input type="button" value="View Only"/>	Date Completed: 10/26/2018
Step 6: Additional District Forms	<input type="button" value="View Only"/> <input type="button" value="Collapse Step"/>	Date Completed: 10/26/2018

New Student Enrollment Portal

- a. Step 1: Student Information
 - i. Once complete click **Complete Step 1 and move to Step 2**
- b. Step 2: Family/Guardian Information
 - i. Once complete click **Complete Step 2 and move to Step 3**
- c. Step 3: Medical/Dental Information
 - i. Once complete click **Complete Step 3 and move to Step 4**
- d. Step 4: Emergency Contact Information
 - i. Once complete click **Complete Step 4 and move to Step 5**
- e. Step 5: Requested Documents
 - i. Once complete click **Complete Step 5 and move to Step 6**
- f. Step 6: Additional District Forms
 - i. Required district forms include:
 1. Student Approval Form for Media Sources/AUP
Complete form and click **SAVE** in upper right hand corner
 2. Official School Record Information
Complete form and click **SAVE** in upper right hand corner
 3. Home Language Survey
Complete form and click **SAVE** in upper right hand corner
 4. Parent-Student Handbook
 5. Lunch Account
 6. 8th Grade Electives

Step 6: Additional District Forms [Edit](#) [View Only](#) [Save](#) [Save and Collapse Step](#)

Instructions for completing the Additional District Forms
The buttons below each link to an additional form that must be completed in order to submit the student application.
Asterisk (*) denotes a required form

* Required Form:	Student Approval Form for Media Sources/AUP	<input checked="" type="checkbox"/> This form <i>has been completed</i>
* Required Form:	Official School Record Information	<input checked="" type="checkbox"/> This form <i>has been completed</i>
* Required Form:	Home Language Survey	<input checked="" type="checkbox"/> This form <i>has been completed</i>
* Required Form:	2019-20 Parent-Student Handbook	<input type="checkbox"/> This form has not been completed
* Required Form:	2019-20 Lunch Account Question	<input type="checkbox"/> This form has not been completed
* Required Form:	8th Grade Electives	<input type="checkbox"/> This form has not been completed

[Complete Step 6](#)

9. Once complete click **Submit Application to the District** at the bottom of the page

[Submit Application to the District](#)

* All steps must be Completed before an Application can be Submitted *