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



8th Grade Information Night Thursday, January 14, 2021 7:00 PM

Zoom Link:

https://zoom.us/j/99091300608?pwd=MTFETIU0ay9QZHJu MUtvRkdvUGxGUT09

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?

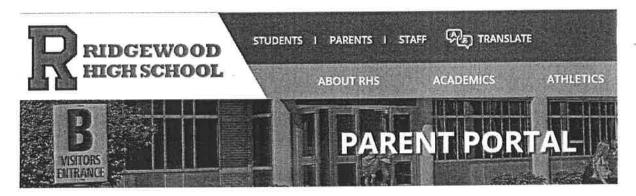
Please contact Gina Castellano — Principal, gcastellano@ridgenet.org and/or (708)697-5534

* Academics * Activities * Athletics *

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



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)

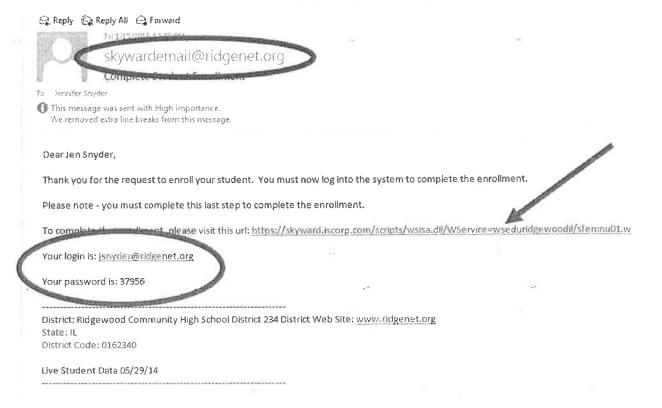
Step 2: Verify information & submit any required documents

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

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

* Enter Legal First Name.			
* Enter Legal Last Name.			
Enter Legal Middle Name:			
Enter Legal Name Frefix;	▼ Enter Legal Name Suffix ▼		
nter contact information	59/	4	
	I I don't have an email		
* Enter Email Address:			
* Re-type Email Address:			
* Enter Primary Phone Number:			
risk (*) denotes a required field			

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

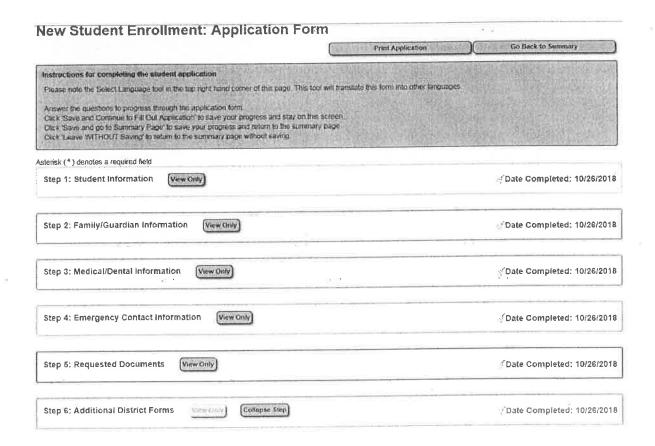


7. On Skyward Login page, enter login and password from email.



8. In New Student Enrollment: Application Portal **complete all 6 steps** with necessary information. Only one step may be edited at a time.

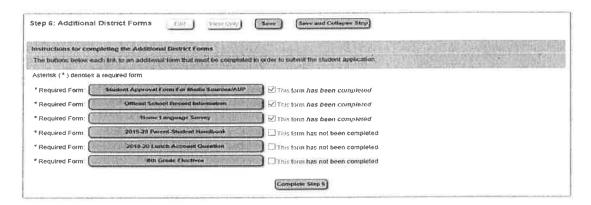
*Step Completion Date will be located on right side of screen



- 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:
 - 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



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 *