



2008-2009 Fairview Registration/Picture Day Instructions

Overview:

Please read the enclosed materials regarding 2008-2009 Fairview registration and other school-related information. The registration process takes about an hour to complete. You may register any time between 4:00 p.m. to 7:00 p.m. (registration ends promptly at 7:00) on the dates indicated below. Yearbook pictures are also taken during this time. **If you have any questions regarding registration, please contact Jenny McCarthy at 303-447-5329 or jenny.mccarthy@bvsd.org.**

Where and When:

Registration occurs at Fairview on the following dates for the grade levels indicated. **Due to building construction, there will not be a make-up registration in the fall.**

Incoming Seniors	Monday, May 19	4 to 7 p.m.
Incoming Juniors	Tuesday, May 20	4 to 7 p.m.
Incoming Sophomores	Wednesday, May 21	4 to 7 p.m.
Incoming Freshmen	Thursday, May 22	4 to 7 p.m.

How to Prepare:

The chart on the reverse of this page lists the registration materials enclosed in this packet. Use this checklist to ensure you have read all registration information and have completed all registration forms. These registration materials, as well as some Spanish versions, may also be found on the Fairview website at www.bvsd.org/schools/FairviewHS.

1. Read the information and complete the forms enclosed in this packet.
2. Organize your forms by registration station drop-off location to expedite the registration process. These station locations are printed on the top right-hand corner of most enclosed forms.
3. Log on to Infinite Campus and verify the accuracy of your mailing address, phone number and e-mail address. If a correction needs to be made, e-mail your updated information to Fairview registrar Katy Williams, katy.williams@bvsd.org.

What to Bring:

Bring all completed forms and be prepared to pay all registration fees with a check, cash, MasterCard or Visa. Checks are preferred. **Do not fill out your check in advance, as fees are calculated at registration.**

Upon Arrival:

You will receive a “passport” that will be stamped at each registration station. Proceed to each station in sequence. All passport stations must be stamped before you can advance to the next station and pick up your class list.

- Station 1: Drop off forms
- Station 2: Drop off forms
- Station 2A: Lockers (Freshmen only) Note: Sophomores and juniors will keep the same locker. Seniors will be assigned lockers in August.
- Station 2B: Vision and Hearing (Freshmen only)
- Station 3: Fee payment
- Station 4: Photos for Student ID, yearbook and personal purchase (requires separate check)
- Station 5: Class lists are distributed. Final schedules will be posted in August on Infinite Campus. If there is a problem with your class list, go to the Counseling table in the Student Center, fill out the form and submit it before leaving registration.

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