

Online "Early Bird" Registration begins May 27, 2009

Opens at 10:00 a.m. on 5/27/2009, Closes at 4:00 p.m. on 6/5/2009

www.juliancharterschool.org

<p>What will I need to register my student for classes?</p> <ul style="list-style-type: none"> ✓ Your student's student number ✓ Your educational facilitator's last name ✓ A printer connected to your computer to print the registration form ✓ Adobe Acrobat to view a PDF (available on our website) 	<p>How do I pay for my student's classes?</p> <ul style="list-style-type: none"> ✓ EMR EUs (up to 125 per semester) ✓ VCI EUs (up to 300 per semester) ✓ Private payment (due on first day of classes)
<p>How do I register for classes?</p> <p>Go to our website www.juliancharterschool.org</p> <p>A. Highlight ACADEMIES & LEARNING CENTERS Highlight San Diego County Click San Diego Elementary Learning Center</p> <p>B. Choose the Blue Registration Box entitled "Online Registration & Status"</p> <p>C. Enter the student's number & the Facilitator's last name. Click "Log In"</p> <p>D. Choose "Class Registration & Status"</p> <p>E. Under Register for New Classes, put a check in the box by "Show all open registration windows"</p> <p>F. Click on "Register" to the far right of Fall 2009 500-San Diego Elementary Learning Center</p> <p>G. Check the box that lists the learning centers. Use the drop down arrow to choose San Diego Elementary Learning Center</p> <p>H. Follow instructions on the screen</p> <p>I. As you move the mouse over the name of the class, a box will appear with information. To choose the class, click on "Add this class!" To view more information on this class, click on "more info."</p> <p>J. Once all classes have been selected, you can change the priority of the class request by clicking on the small blue arrows.</p> <p>K. To remove a class after it has been selected, hover over the class in the "Current Registration Request" window and click "Remove this class!"</p> <p>L. When done, click on "I'm done selecting classes." Go to the next screens and check all information carefully.</p> <div data-bbox="971 688 1495 947" style="border: 1px solid black; padding: 10px; margin: 10px auto; width: fit-content;"> <p>Paperwork Turn-In San Diego Learning Center ~ May 27 – June 5, 2009, 9 a.m. – 4 p.m. All other paperwork can be mailed to: 6112 Lorca Drive San Diego, CA 92115</p> </div>	
<p>Things to double check:</p> <ul style="list-style-type: none"> ✓ Grade level of student ~If you don't see a class that you want, it may be offered for a grade other than your student's. Put a check in the grade for which the class is offered and it will show up. ✓ Priority of classes selected ~Some classes are more important to you than others are. Make sure the classes are in number order for which you want them. ✓ Emergency Information ~Make sure all of your personal information and your student's medical & educational information is correct. If it is not, change it before you print. 	<p>When done registering:</p> <ul style="list-style-type: none"> ✓ Review your information ~Once again, make sure all information is correct on the printed form. ✓ Print your registration request ~After checking your emergency information, click "Next to Print." ✓ Initial and sign the forms ~ Your signature must be on the request form and the medical release form. ✓ ***Turn in the forms*** ~<i>Registering online is only a request for classes. You must take the forms directly to the site coordinator in order to complete the registration process.</i>