

Dear Parents/Guardians

The registration process for high school is important, as it determines your child's schedule and the master schedule for the 2023-2024 school year. Stevens High School staff will visit 9th Grade Computer Application, 10th grade introductory, and English 11 classes to provide registration materials and assist students as they make decisions on the courses they will take next school year.

We have prepared registration videos that will provide valuable information. Students will watch the video on February 22 in 9th Grade Computer Application, 10th grade introductory and English 11 classes. The videos are also available on the Stevens High School website located under the Our School Registration heading [Registration – Stevens High School \(rcas.org\)](https://rcas.org). Please watch the short video clip and communicate with your child about his/her 2023-2024 course selections. In addition to the video, we have prepared a registration course selection sheet that students will complete. The course selection sheet is also available on the Stevens website.

In the video, students are directed to complete the course selection sheet and communicate with their parents about their chosen courses. After completing the course selection sheet, students will return the sheet to their assigned teacher no later than February 27. During the week of February 27 through March 2, Stevens High School administration and counselors will visit classrooms and assist students entering 2023-2024 course selections into Skyward. Students will use the course selection sheet when working with counselors; therefore, it is important your child completes the sheet and turns it into his/her 9th Computer Application teacher, 10th grade introductory teacher, or English 11 teacher.

Since staffing is based on students' course selections, **dropping a class after March 2 will only be done to accommodate extenuating circumstances.** Students who are dropped administratively from a course will receive a withdrawal fail. District policy requires students in grades 9-11 register for at least six classes per semester. Changes made after registration are disruptive to the master schedule. If students are unsure about a class, they should consult with their school counselor, administrator, or teachers prior to registering. In years past, parents and students have expressed frustration when not allowed to drop classes; therefore, please take the time now to review and approve your child's 2023-2034 course selections.

I have included a letter and attachment from Mr. J.J. Carrell, Director of College and Career Readiness. The letter and attachment explain the RCAS Academy model and nine pathway plan of study.

Summary

- February 21, 22 – Students watch registration video and receive registration course selection sheet.
- February 27 - Students turn in completed course selection sheet to assigned teacher.
- Week of February 27 - March 2 - Stevens counselors/admin visit classrooms to assist with entering course selections in Skyward.
- View the Stevens High School Registration website to assist your child in the registration process [Registration – Stevens High School \(rcas.org\)](https://rcas.org) .
- View the letter and attachment from the Office of College & Career Readiness.

We look forward to working with you and your child during the registration process.

Sincerely,

Tyler Rachetto
Stevens High School
Assistant Principal