

Dear Parents/Guardians

The registration process for high school is important, as it determines your child's schedule and the master schedule for the 2024-2025 school year. Stevens High School staff will visit 9th Grade Computer Application, English 10, 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 21 in 9th Grade Computer Application, English 10 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 2024-2025 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 26. During the week of February 26 through February 29, Stevens High School administration and counselors will visit classrooms and assist students entering 2024-2025 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, English 10, or English 11 teacher.

Since staffing is based on students' course selections, **dropping a class after March 1 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 2024-2025 course selections.

Summary

- February 21– Students watch registration video and receive registration course selection sheet.
- February 26 - Students turn in completed course selection sheet to assigned teacher.
 - 9th grade students turn sheet to 9th grade computer applications teacher, 10th grade students turn in sheet to your English 10 teacher, and 11th grade students turn in your sheet to your English 11 teacher.
- Week of February 27 – February 29 - 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 capstone brochure that explains opportunities for students to become more specialized in their pathway.

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

Sincerely,

Tyler Rachetto
Stevens High School Assistant Principal