

**St. Helen Catholic School**  
**NEW STUDENT REGISTRATION**  
**2017-2018**

<b>DATE</b>	<b>GROUP</b>	<b>TIME</b>
Monday, Feb 13, 2017	St. Helen School siblings	8:00-11:00 a.m. 1:00- 2:00 p.m.
Tuesday, Feb 14, 2017	St. Helen Parishioners	9:00-11:00 a.m. 1:00- 2:00 p.m.
Wednesday, Feb 15, 2017	Other Catholic Parishioners*	9:00-11:00 a.m. 1:00- 2:00 p.m.
Thursday, Feb 16, 2017	Open registration	8:30 - 11:00 a.m.
Friday, Feb 17, 2017	Appointment only	

All registration packets after February 16, 2017 are by appointment only. Please **do not** drop off packets at reception desk. **All new families are required to meet with the registrar in order to register.**

\*You must be registered in another Catholic church to qualify for this time. Bring proof of registration.

# **RETURNING STUDENTS REGISTRATION ONLY**

Registration packets can be sent with your student to the homeroom teacher or the receptionist beginning **January 30 through February 3**. A completed packet **and** fees are due at that time.

Spaces cannot be reserved for returning students that have not returned their packet. A \$100 late fee will be assessed for all returning families registering after February 3.

If there are any extenuating circumstances that prevent you from returning your packet on time, please contact the accounting office prior to the registration deadline so that you are not assessed the late fee.

\*\*\*\*Please do not send sibling packets at this time. The schedule for submitting sibling packets are in the “New Student” packet.