

Registration Information & Important Dates

Mascoutah Middle School

2009-2010

846 North 6th Street
Mascoutah, IL 62258
Phone: 618-566-2305

Summer Hours: 8:00am - 3:00pm Monday - Friday



Registration for Students NEW to the District:

Registration Begins Tuesday August 4, 2009

- Should **call the Office to make an appointment** to schedule their classes. This must be done before registration. Office personnel are available during the summer to set up appointments.
- If coming from another Illinois school, a **Student Transfer Form** is required from the school last attended.
- Parent's of all new students will be required to complete a **Release of Records Form**.
- If new to IL, student must have a physical completed on a state of **Illinois Physical Form**.
- Vision Exams** are required for students entering an Illinois school for the first time. (Submitted to the school no later than October 15th)
- Students should be **up-to-date on immunizations** (bring shot record)
- If your student is new to the district and is in **need of special education services**, please contact the Director of Special Education, as soon as possible. The Director may be reached at (618) 566-8223.
- All new students must have a **Certified Birth Certificate**.

ALL Students - Registration / Fee Payment / Schedule Pickup

ALL students with last names beginning A-M Monday August 10, 2009 12:00 pm – 7:00 pm

ALL students with last names beginning N-Z Tuesday August 11, 2009 12:00 pm – 7:00 pm

- Parents and Students** need to come to Registration / Fee Payment / Schedule Pickup.
- Two (2) Forms of Proof of Residency are required** to register. Post Office Box Number are not acceptable.
 1. The **first form** of "Proof of Residency" should be a **CURRENT UTILITY BILL** (most recent bill) (gas, water, sewer, electric or land phone bill).
 2. The **second form** may be one of the following:
 - Occupancy permit with current date.
 - Current public aid card with current address in district.
 - Driver's license with current address in district.
 - Current voter's registration card with address in district.
 - Lease with last months rent receipt.
 - Additional utility bill such as phone, trash, etc.
 3. **EXCEPTION TO THE TWO PROOFS OF RESIDENCY:** Private housing on Scott AFB. ONE form of proof will be accepted from those living in private housing on base. You will need a signed letter, from the Landings @ Scott, verifying the name of the Military person, rank, date of moving in and address.
- All 6th grade students must complete an **Illinois Physical Form**. (Available online or in Attendance Office)
- Sports physicals** must be done yearly.
- All 6th Grade students must have a **Dental Exam Form**. (Submitted to the school no later than May 15th of that school year)
- I.D.'s** will be taken at this time. (Proper school attire is required)
- Registration Fees** must be paid in order to pick up schedules. (Fees list available online)
- PE Uniforms** will be available to purchase during registration.
- Please feel free to **tour the building** and practice your son/daughter's locker.