

July 2018

Dear Parent(s)/Guardian(s):

### **NICOLET STUDENT ID**

**Students are required to have their student ID prior to the start of school on Tuesday, September 4th.** Lifetouch will be here on the following dates for student pictures, grades 9-11, and student IDs for grades 9-12.

- **Wednesday, August 8th** –7:00 a.m. to 3:30 p.m. in the cafeteria
- **Thursday, August 30th** - 7:00 a.m. to 3:00 p.m. in the Knightskellar

Students that are not able to make one of the dates above, Lifetouch will be at Nicolet on **Wednesday, September 5th** from 7:00 a.m. to 3:00 p.m. in the Knightskellar.

### **IMPORTANT DATES:**

- **Monday, August 6th** – In-person registration begins in the high school office.
- **Wednesday, August 8th** – Student pictures and IDs, 7:00 a.m. to 3:30 p.m. in the cafeteria.
- **Thursday, August 30th** - Freshman Orientation, 7:00 a.m. – 1:25 p.m.  
Student pictures and IDs, 7:00 a.m. to 3:00 p.m. in the cafeteria.
- **Friday, August 31st** – Last day of online registration for the 2018-2019 school year.
- **Tuesday, September 4th** - 1st day of school, 7:23 a.m. – 2:32 p.m.
- **Wednesday, September 5th** – Student picture make-up day, 7:00 a.m. to 3:00 p.m. in the Knightskellar.  
Back-to-School Night, 6:00 p.m. in the cafeteria.
- **Friday, September 28th** – Last day to request level changes for a first semester course and/or a year-long course. Please refer to the [2018-2019 College and Career Readiness Guide](#) or contact your high school counselor if you have any questions.

### **ONLINE REGISTRATION WITH SKYWARD FAMILY ACCESS**

Using your Family Access login and password, click on the 2018-19 Online Student Registration tab and follow step-by-step instructions to verify student information and complete consent forms. There are 12 sections that need to be completed for each student. Items to be completed include:

**RESIDENCY** – In order for students to complete the formal registration process for the 2018-2019 school year, the residency verification process **MUST** be completed. Two forms of verification are needed:

- One document must be either a tax receipt/bill or current lease (if month-to-month, contact information for the landlord must be provided along with a current monthly recurring bill).
- The second document must be a current copy, with address stated, of one of the following: utility bill or other monthly recurring bill (preferred), auto/health insurance statement, vehicle registration, license plate/driver's license renewal notice or any county/state/federal benefit statement.

**NOTE:** Residency verification for freshman, their siblings, as well as new students in upper grades, has already been completed through the enrollment process. Open enrollment students are exempt from the residency requirement.

**Therefore, freshman, their siblings, new students and open enrollment students do NOT need to provide residency verification.**

- Review and update contact information. **\*IMPORTANT:** Current phone numbers and email addresses are essential to ensure effective communication.
- Allow publication for use by military, higher education, public and/or local entities.
- Review and update health and emergency information, including prescription and non-prescription medications.
- Acknowledgement of the Nicolet Student Handbook and District Annual Notices and Board Policies, **by both parent/guardian and student. Student(s) must sign in to their Skyward account to complete.**
- Acknowledgement of the Nicolet High School 1:1 Handbook for Students and Parents, **by both parent/guardian and student. Student(s) must sign in to their Skyward account to complete.**
- Pay fees using RevTrak through Skyward Family Access. **The \$3.00 processing fee has been waived from July 16th through August 31st** for families to take advantage of paying fees online. Payments can also be made in-person at the high school office.  
**NOTE:** If you are unable to pay your student's fees in full, please contact Pat Konzen at 414.351.8290 to set up a payment contract.

### **NICOLET REGISTRATION FEES**

Student fees include charges for technology; assignment notebook; student admission to home athletic events and theatre events; student activities; student council and additional material fees, as applicable, for specific courses. Freshmen and new students will be required to pay a fee of \$5.00 for a school-issued lock. No personal locks are allowed.

- **Optional Fees** – Parents may add fees onto their Skyward account for parking, yearbook, lock replacement, and parent organizations. Additional information on each of the parent organizations is included in this packet. **Optional fees cannot be included in a payment contract.**
  - **Lock Replacement** – \$5 (returning students who have lost their lock)
  - **Yearbook** - \$70
  - **Student Parking** - \$200/semester or \$400/year
  - **Parent Organizations**
    - ◆ PTSO - \$15
    - ◆ MEPA - \$15
    - ◆ Booster Club - \$50
    - ◆ Nicolet Foundation – three donation levels (FRIEND - \$25; PATRON - \$50; or PARTNER - \$75)
    - ◆ Performing Arts – five donation levels (FRIEND - \$25; PATRON - \$50; SUSTAINER - \$100; BENEFACTOR - \$250; or ANGEL - \$500)

Enjoy the remaining days of summer, and we will look forward to seeing you in September. Should you have any questions regarding registration, you may call the high school office at 414.351.7531.

Sincerely,



Gregory Kabara, Ph.D.  
Principal