



# REGISTRATION CHECKLIST

## 2022-23

St. Agnes School registration forms and information can be found on our webpage under the Admissions tab. Complete, sign, and return all registration forms listed below to the school office by **June 1, 2022**. Incomplete registration packets will not be processed. If you have any questions, please contact the school office at (925) 689-3990.

If you have not already done so, please create an account for FACTS Tuition Management. Information and a link to their site can be found on the Registration page.

### **EACH FAMILY MUST COMPLETE THE FOLLOWING FORMS:**

- Student Admission & Parent Responsibility Agreement
- Emergency Health Information (*complete one per child*)
- Disaster Drill Procedures & Emergency Dismissal Form
- Emergency Kits Order Form
- Home E-rate Survey
- Code of Conduct Contract
- Technology Acceptable Use Policy
- School Directory Form
- Yearbook Order Form
- Consent for Counseling (*complete one per child*)
- Report of Health Examination (*new students only, complete one per child*)

### **Optional forms:**

- Directory Advertising Form
- Spirit Shirt Sponsorship
- Spirit Shirt Order Form

### **Volunteer service hour registration:**

Follow the link on the Registration page to the SignUpGenius volunteer page. This year each position has been assigned a letter indicating what hours will be fulfilled. Please refer to the Coding Box for details.

Make sure you complete the first three sections noted below.

- Board Positions
- Maintenance
- Mandatory Hours Commitments