

# Hamilton Co. CUSD #10

## 2020-2021

### School Registration Information

#### Online Registration Instructions

**PLEASE NOTE:**

- *If you need a Lumen login contact your child's school.*
- *If you do not have Internet access, computer labs at the Senior High will be available on the scheduled registration date.*

Online Registration: **July 27 – July 31**

In-Person Registration: **August 5 & 6, 10:00 a.m. - 6:30 p.m.**

1) Go to [Lumen](#) using **Chrome** or **FireFox**.

#### Login Information

- 2) Enter your Lumen login information with the appropriate school location:
  - a) East Side Elementary School (K-6) – Location ID 6
  - b) Dahlgren Grade School (K-6) – Location ID 7
  - c) Junior High School (7-8) – Location ID 4
  - d) High School (9-12) – Location ID 5
- 3) Type your Lumen Login and Password. ***If you need a login contact your child's school.*** If registering more than one child and have questions about linking their accounts, please contact a building secretary.
- 4) Select your child's "View Student Summary" (middle of page)

#### Student Registration Forms

- 5) Select "Student Registration Info V2"
- 6) Select, complete, and save each form.
- 7) Once each form is completed and saved, select all forms and select "Submit".

#	Description	History	Available for Entry	Status	School Reply	<input type="checkbox"/>
1	Returning Enrollment 2		<input checked="" type="radio"/> No	Submitted	Pending	<input type="checkbox"/>
2	Health History		<input checked="" type="radio"/> No	Submitted	Pending	<input type="checkbox"/>
3	Transportation Request		<input checked="" type="radio"/> No	Submitted	Pending	<input type="checkbox"/>
4	Chrome Book Agreement/Signature Form		<input checked="" type="radio"/> No	Submitted	Pending	<input type="checkbox"/>

**Fees and Fines**

*Fees at Hamilton Co. Jr./Sr. High are based on the individual classes students have signed up to take.*

- 8) Select “Fees & Fines”, then select the ≈drop down arrow.
- 9) Select “Add Money by Credit Card”. This will bring you to the Tab Authorize.net Credit Card Payments. Type the total amount in the box and then select all the items on the account details page.

**\*Your balance is the total amount you owe. ALL FEES MUST BE BROUGHT CURRENT AT THIS TIME. NO CONTRACTS WILL BE ALLOWED.**

**\*If \$0 amount is due, you automatically qualify for free breakfast/lunch without having to fill out a reduced/free breakfast/lunch application. If you have questions about this contact Mr.Lentz.**

When paying Registration Fees Online the following will be combined for one payment:

Registration \$30.00 + Technology \$20.00 = \$50.00

Grades 5th-12th will also have a Planner Fee of \$3.00 for a total of \$53.00

Course Fees for Jr/Sr High students will be due at a later date, if they are not paid at the later date, the student will be dropped from the course.

**F&R Registration Form**

- 10) Free and Reduced Lunch forms are printable from the district website or may be picked up at school offices beginning **July 23, 2020**  
**Go to [http://www.unit10.com/uo/registration/freereduced\\_application.pdf](http://www.unit10.com/uo/registration/freereduced_application.pdf) or Click here for a printable Free and Reduced Lunch form.**
- 11) Return completed form to school office.

**Student Lunch Information**

- 12) Select “Student Lunch Information” and pay balance due, if applicable.

School Contact Information:

<p><b>East Side Elementary (K-6)</b>  <b>618.643.2328</b>  <b>Principal: Stephanie Lasswell</b>  <b>Secretary: Siopha Burke Ext. 6118</b>  <b>Secretary: Megan Mayberry Ext. 6110</b></p>	<p><b>Hamilton Co. Sr. High (9-12)</b>  <b>618.643.2328</b>  <b>Principal: Travis McCollum</b>  <b>Secretary: Denise Campbell Ext. 1001</b>  <b>Secretary: Flossie Webb Ext. 1000</b></p>
<p><b>Dahlgren Grade School (K-6)</b>  <b>618.736.2316</b>  <b>Principal: Jay Lentz</b>  <b>Secretary: Jodi Reyling</b></p>	<p><b>Hamilton Co. Jr. High (7-8)</b>  <b>618.643.2328 Ext. 2000</b>  <b>Principal: Travis McCollum</b>  <b>Secretary: Christina Garrett</b></p>