



COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NUMBER TEN (10)

2201 South Morrison Avenue  
Collinsville, IL 62234  
(618)-346-6350

December 8, 2017

Dear Local Parochial School Parent/Guardian:

These are exciting times for Collinsville High School and we have much to be proud of in the performance of our school and the success of our students. We believe that planning for a successful freshman year is important and we value making informed decisions. Therefore, all incoming parochial school students are invited to attend Collinsville High School's "Getting to Know CHS" events for all 8th grade students and their families. On Thursday, January 18<sup>th</sup> there will be a presentation at 6:30 p.m. in the CHS auditorium, followed by a question and answer session with representatives from each subject area, and a club/activity fair. Parents and students will meet the administration, counselors and teachers to hear about course offerings and the selection of courses. You may wish to meet with a counselor individually by visiting our Open House for incoming 9th grade students on Saturday, January 20<sup>th</sup> from 8:00 a.m. to 12:00 p.m. and from 1:00 p.m. to 4:00 p.m. The Open House will be held in the Counseling Department at CHS where we will meet families on a first come, first serve basis.

**Getting to Know CHS**

*Thursday, January 18<sup>th</sup>*

CHS Auditorium

6:30 p.m.

**CHS Open House**

*Saturday, January 20<sup>th</sup>*

CHS Counseling Department

All 8<sup>th</sup> grade students and families

8:00 a.m. – 12:00 p.m. & 1:00 p.m. – 4:00 p.m.

**What should parochial school families and students do next?**

1. Enroll in the Collinsville Unit #10 School District (See attachment for details).
2. Complete the registration worksheet using the Course Offering Guide and by selecting freshman courses on the reverse side of the enclosed worksheet. The Collinsville High School Course Offering Guide is available online at <https://chscounselingdepartment.shutterfly.com/academics>.
3. Attend a "Getting to Know CHS" event and turn in the completed registration worksheet.

**Tips for Successful Course Registration**

- Include both Semester 1 **and** Semester 2 Courses; classes with a (\*) are half year courses
- Freshmen who wish to take Athletic PE **must** obtain a recommendation/signature from their *current head coach*
- Select courses from the Freshman Course Listing—page 8 of the Course Guide and reverse side of the registration worksheet.
- Come to CHS during one of the designated times to take the **Math Placement Exam** (Enclosed).

***Working Together To Develop a Caring School Community***

CMS and all CHS students will be registering for classes online. Since incoming students from local parochial schools are not in the Unit #10 student information system, they will use a paper registration form. Registration forms will be collected after the "Getting to Know CHS" night and during the Open House so that counselors may verify placement in courses and enter course requests for parochial school students. *Course requests cannot be entered for parochial students until they are enrolled in the district.*

**\* Parents of parochial school students will need to enroll their child in Collinsville Unit #10 School District prior to January 20<sup>th</sup>. Please see the attached document from Collinsville Unit #10 district for requirements to enroll into Collinsville schools. The Administrative Building is located at 123 W. Clay Street. The Unit #10 District Office hours are Monday-Friday 8:00-4:00 p.m. The District Enrollment Office will be closed for student enrollments on December 22<sup>nd</sup> - 26<sup>th</sup>, January 1<sup>st</sup> and 2<sup>nd</sup> and January 15 for the holidays.**

If you have any questions about enrolling in the district, please contact the Unit #10 office at (618) 346-6350 ext. 4237 or 4228.

If you have questions about any of the CHS events or incoming 9th grade registration, please contact your child's counselor at (618) 346-6320:

**Mr. TaRael Kee**  
Counselor A-D ext. 1135

**Mrs. Renee Kurtz**  
Counselor E-K ext. 1033

**Ms. Karen Olsen**, Dept. Chair  
Counselor L-Q ext. 1132

**Mr. Jason Corey**  
Counselor R-Z ext. 1131

**Mrs. Tara Glynn**  
IEP Coordinator ext. 1150

We at Collinsville High School welcome you and your child to our school and look forward to working with you in the future.

Sincerely,

*David G. Snider*

David G. Snider  
Principal

***Working Together To Develop a Caring School Community***



## Enrollment of New Students to the Collinsville School District

Students **NEW** to the Collinsville School District are required to enroll at the Collinsville Unit 10 Administration Office at 123 West Clay Street. A parent/guardian must be present to complete the enrollment process.

**Must present a certified or registered birth certificate for the student at the time of enrollment.**

*(Note: If a birth certificate is unavailable, the parent may present other reliable proof of the child's identity and age that is supported by a sworn statement explaining why the birth certificate is not available (ie. Passport, Visa or other governmental documentation of a child's identity).*

Must present proof of residency within the District by providing the required number of documents from each of the following categories:

**Category I** (One document showing proper name and address is required)

- Most recent residential property tax bill and proof of payment, e.g., canceled check or Form 1098 (homeowners)
- Mortgage papers (homeowners)
- Signed and dated lease and proof of last month's payment, e.g., canceled check or receipts (renters)
- Letter from manager and proof of last month's payment, e.g., canceled check or receipt (trailer park residents)
- Letter of residence from landlord in lieu of lease (7:60-AP2, E1)
- Letter of residence to be used when the person seeking to enroll a student is living with a District resident (7:60-AP2, E2)

**Category II** (Two documents showing proper name and address are required)

- Current Illinois Driver's license or temporary Illinois Driver's license
- Consular Identification card, Green card, Visa, U.S. Passport or current State Identification card
- Current Vehicle registration
- Current Voter registration
- Most recent (within 60 days) utility bill, e.g., gas, electric, cable television, trash, water (No cell phones)
- Current major credit card bill
- Current public aid card
- Current homeowners/renters insurance policy and premium payment receipt
- Receipt for moving van rental

**Anyone with a Custody Order Seeking to Enroll a Student**

Presents court order, agreement, judgment, or decree that awards or gives custody of the student to any person (including divorce decrees awarding custody to one or both parents).

**Non-Parent Seeking to Enroll a Student**

Must complete and sign *Evidence of Non-Parent's Custody, Control, and Responsibility of a Student* form, *Affidavit of Enrollment and Residency*, along with District approval. (This must be completed on a yearly basis). School Board exhibit 7:60-AP2, E3

**IMPORTANT:**

The School District reserves the right to evaluate the evidence presented, and merely presenting the items listed in this Procedure does not guarantee admission.

**WARNING:**

If a student is determined to be a nonresident of the District for whom tuition must be charged, the persons enrolling the student are liable for nonresident tuition from the date the student began attending a District school as a nonresident pursuant to Illinois School Code (105 ILCS 5/10-20.12a(a)). A person who knowingly enrolls or attempts to enroll in this School District on a tuition-free basis a student known by that person to be a nonresident of the District is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12b(e)). A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that District without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f)).



Print Student Name: \_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_

Circle student t-shirt size below:  
Sm Med Lg XL XXL

**CHS Grad Requirements:**

- 4 years - English
- 3 years - Math (includes Geometry)
- 2 years - Science (1 year Life and 1 year Physical)
- 2½ years - Social Studies (includes 1 year US History, ½ year Government and 1 year World History or World Geography)
- 4 years - Physical Education (includes Health)
- ½ year - Computer Applications
- ¼ to ½ year - Consumer Ed
- 1 year - Elective in Art, Music, Foreign Language or Vocational Education

**Typical University Admission Requirements:**

- 4 years - English
- 3 to 4 years - Math
- 3 years - Science (Laboratory)
- 3 years - Social Studies
- 2 years - Foreign Language, Music or Art

**Athletes - NCAA Requirements**  
found at: [www.ncaa.org](http://www.ncaa.org)

**Parent's Signature:** \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_

**Directions:** 1) Circle the level of English, Math and Science; circle PE class(es). 2) Athletic PE requires a coach's recommendation. 3) Circle 5 classes on back and write in top choices on front. 4) Parent please sign the front of form.

		Semester 1	Semester 2	Recommendations (Teachers sign below)
1. English	English I 011101G	→	→	Students will be placed per teacher recommendation sent directly to CHS.
	English I Pre-AP 01101A	→	→	
2. Math	Algebra IA Paced 02101G	→	Algebra IA & IB Paced are taken together and count as two class periods. Students in Paced will <u>not</u> have an elective class.	Students will be placed per teacher recommendation sent directly to CHS.
	Algebra IB Paced 02201G	→		
	Algebra I 02102G	→		
	Geometry Pre-AP 02103A	→		
3. Science	Physical Science 03101G	→	→	Students will be placed per teacher recommendation sent directly to CHS.
	Biology I 03102G	→	→	
	Biology I Pre-AP 03102A	→	→	
4. Required Course(s)	Aerobic Fitness 08104G	→	Aerobic Fitness 081049G	
	Physical Education 08101G	→	→	
	Marching Band 15114G	→	→	
	Wellness PE 08105G	→	Wellness PE 081059G	
5. Required Course(s)	Athletic PE 08102G	→	NEEDS RECOMMENDATION →	
	Computer Applications 10101G	→	Consumer Ed 10110G-(9 weeks) Driver's Ed 08103G-(9 weeks)	
6. Electives and Back Up Choices		See back side of form and circle your elective choices		

## FRESHMAN COURSES

Circle 5 classes and number them 1-5 for 1<sup>st</sup> choice, 2<sup>nd</sup> choice and etc.

For example: #1 Course

### BUSINESS

- \*Exploring Careers (10103G)
- \*Keyboarding (10100G)
- \*Photoshop (10104G)

### FAMILY AND CONSUMER SCIENCES

- \*Child Development (07101G)
- \*Foods & Nutrition I (07102G)
- \*Foods & Nutrition II (07103G)
- \*Health Occupations I (07105G)
- \*Health Occupations II (07106G)
- \*Intro to Criminal Justice (07104G)

### FINE ARTS

- \*Art (05131G)
- \*Cartooning (05132G)
- \*Ceramics (05133G)
  - Choir, Concert (05120G)
  - Choir, Bass (05121G)
  - Choir, Treble (05122G)
- \*Crafts (05134G)
- \*Illustration (05130G)
  - Marching Band (15114G)
  - Music Appreciation (05101G)
  - Percussion Class (05111G)
  - Piano Class I (05151G)
- \*Printmaking (05140G)
- \*Sculpture (05139G)
  - Symphonic Band (05112G)
  - Theater (05161G)
- \*Wind Ensemble (05113G)

### FOREIGN LANGUAGE

- French I (06110G)
- German I (06120G)
- Latin I (06130G)
- Spanish I (06140G)

### INDUSTRIAL/TECH EDUCATION

- Exploring Metals (09203G)
- \*Introduction to Electricity (09102G)
  - Introduction to Engineering Design (09106G)
- \*Introduction to Metals (09103G)
- \*Introduction to Robotics (09202G)
- \*Introduction to Welding (09104G)
- \*Introduction to Woods (09105G)
- \*Robotics (09204G)

**Note: \* Semester Courses**

If you do not mark which class is your 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> choice, etc. You could be placed in any of those classes in no specific order.

Student Name: \_\_\_\_\_

Please print

## CHS Math Placement Test

All incoming freshman are required to take the CHS Math Placement Test to assist in placing them in the appropriate math course for their freshman year. There are several dates and times when you can come to the high school to take this test. The chart below shows the testing dates & test start times. You do not need to make a reservation to take the test. Just show up, and we'll provide the pencil! The testing period is a maximum of 55 minutes, but you may leave when you are finished.

Date	Location	Start times
Wednesday, December 13, 2017	CHS 106	4pm, 5pm, or 6pm
Wednesday, December 20, 2017	CHS 106	4pm, 5pm, or 6pm
Saturday, January 20, 2018	CHS 106	10am, 11am, 12pm, 1pm