

Registration Instructions

HOW TO REGISTER:

Registration begins March 18th, 7:00 AM

BY MAIL

Registration forms may also be printed and sent by mail. Feel free to print or copy additional forms if needed. Please be sure to fill out all the necessary information. You must also check and sign the parent agreement with registration forms. If agreement has not been signed, registration will not be accepted. Full payments must be included in order to process registration forms. No partial payments will be accepted. *Forms received before the registration start date will not be processed any faster.* Online registration is the fastest way to reserve your spot in a class.

1. Print Registration forms from the BHS Website
2. Check desired courses or camps for each session
3. Fill out all information on registration forms for each session that your son/daughter is participating in.
4. Read and sign Parental Agreement
5. Include **full payment** (*check payments only*)
6. Mail to address below
7. **No confirmation will be sent for forms that are mailed.**
8. **If any of the above information is missing your registration will not be processed.**
9. **Please do not mail forms before March 14**

Make checks payable to CUSD 220.

Mail forms and checks to:

Barrington High School
Summer School
616 W. Main St.
Barrington, IL 60010

Out-of-District Students

For out of district students there are a few extra requirements for registration. Please keep in mind that only academic courses are available to those out of the district.

- Must fill out Emergency Health Form which is available to download on the BHS website or you can pick up required forms at the BHS nurses office.
- Copy of 9th grade physical w/ immunization shots
- Add \$50 extra for each session
- **If any of the above information is missing your registration will not be processed.**

ONLINE

This is the **easiest** form of registration. Register and pay online. **Just be sure to have your Parent Home Access information ready.**

1. Visit **www.barringtonhighschool.org** and click on the **"summer school"** link under the parents tab
2. Next click on the **"Online Registration"** link
3. Enter Parent Home Access information and click **"logon"**.
4. Click on **"Summer School"** link on the left side of the home access page.
5. Select the desired course and/or camp for each session and click the **"register"** button
6. Once registered your course/camp will appear under "your current schedule".
7. To finalize registration and ensure enrollment, click on the **"PAY NOW"** link to make your payment
8. On payment screen enter necessary information and also check the parent agreement section. Once all information is entered and agreement is checked please click **"Verify my payment information"**.
9. A verification and receipt screen should appear
10. Confirmation email will be sent when complete
11. Please print a copy of your receipt and confirmation email for your records.