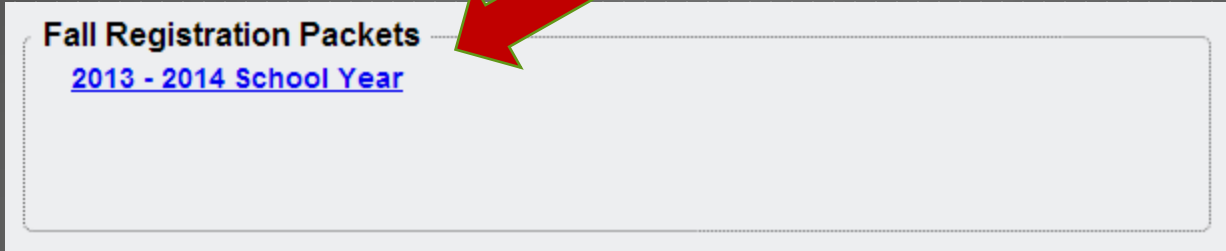


ENDEAVOR HALL REGISTRATION

Step 1:

Go to <http://secure.endeavorhall.org>

Then click here.



Fall Registration Packets
[2013 - 2014 School Year](#)

Step 2:

Enter one of your enrolled student's Student ID number and their associated birthdate. Click Submit.

Please enter the student id and birthday of one of your students attending Endeavor Hall.

Student ID:

Student Birthday: (mm/dd/yyyy)

Step 3:

Verify that the Primary and Secondary Guardian information is correct.
Click Update to save at any time.

Please verify the following information is correct.

Primary Guardian

First Name:

Last Name:

Home Phone:

Day Time Phone:

Mobile Phone:

Address 1:

Address 2:

City:

State:

Zip Code:

Relationship:

E-mail Address:

Physical legal custody:

Secondary Guardian

First Name:

Last Name:

Home Phone:

Day Time Phone:

Mobile Phone:

Address 1:

Address 2:

City:

State:

Zip Code:

Relationship:

E-mail Address:

Physical legal custody:

Family Language:

Step 4:

Please click on the alert icon on each student to verify student information and to accept the various student policy's. A green check appears when each section has been accessed.

Student Information			
Student Name	Student ID	Student Information	Guardian / Student Acceptance
Student 1	123456	✓	⚠
Student 2	456789	⚠	✓
Student 3	345123	⚠	⚠



This section is incomplete.



This is section is completed.

Step 5 - Student Information: When you click on the icon under “Student Information” this is what you will see. Please review the information for accuracy.

Student Registration Information

REGISTRATION - STUDENT INFORMATION

Information

First Name: Last Name:

Preferred First Name:

Birth Date: (mm/dd/yyyy)

Gender: Is Student Hispanic:

Race / Ethnicity

Please select one or more of the following races:

Race: Am. Indian or Alaskan Native Asian Black or African American Caucasian Pacific Islander

If American Indian or Alaskan Native please select your tribe:

Has this child been living in the US for the last 3 years?

Language:

Medical / Additional Services

Medical Details: Student has a medical action plan Asthma Diabetes Heart Condition Epilepsy

Allergy Details:

Additional Services Details: Speech 504 IEP Occupational Therapy (OT)

Does your child take Medication: Does the medication need to be given at school?**:

**Please contact the office to get a copy of the required form for prescription or over the counter medication. It must be signed by a physician and a parent/guardian. This form must be on file in the office for ANY student taking medication, whether physician prescribed or over-the-counter, during school hours. This must be renewed yearly and as the prescription changes. Students taking medication without the proper forms on file in the office are subject to disciplinary action including suspension and/or expulsion.

Step 6 – Guardian / Student Policy Acceptance: By clicking on the check box next to each policy you are indicating your acceptance of that policy by both you and your student. You must accept each required policy.

Click the little notebook next to review each individual policy.

Details	Yes / No	Policy / Procedure Summary
	No	I have read and agree to abide by the rules and expectations of Endeavor Hall set forth in the use of a locker. I understand that using a locker is a privilege and that if I fail to uphold the rules of the locker policy and agreement I will lose the privilege.
	No	
	No	The purpose of this policy is to regulate the use of Closed Circuit Television (CCTV) systems and cameras to monitor and record various activities on or near campus for the purpose of safety, security, staff and student development.






Update

Change to accept
Click to review this policy

Step 7:

The last section is the “Contacts” section. Here you will be able to verify the various contacts associated with your account. To edit a contact click the notebook icon next to your contact’s name. To add a contact click the green plus icon.

Add Contact

Contacts						
	Name	Relationship	Home Phone	Work Phone	Cell Phone	Authorized to Pickup
	Toto	Friend	123-123-1234			
	Wicket Witch	Friend				

Edit Contact

Edit / Add Contact Screen

Mobile Phone:

Student Registration Information

REGISTRATION - CONTACTS

Contact Name:

Relationship:

Home Phone:

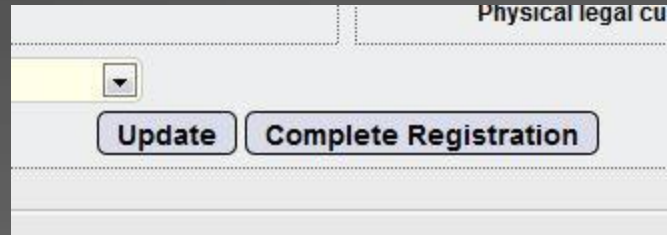
Work Phone:

Mobile Phone:

Authorized Pickup:

Step 7:

Once complete, you can click the “Complete Registration” button. If you need to fix a mistake start again at step 1.



If you have questions send them to sgorringe@endeavorhall.org