Instructions for Virtual Registration

School registration can be completed online beginning June 15 for the 2022-2023 school year. Simply log into PowerSchool using the parent account and click on "Forms" on the left side of the screen and then select the Enrollment tab at the top and complete each of the forms. Documents should be scanned and uploaded for residency and for health information, as required.

INCOMING FRESHMEN (Class of 2026)-Once the parent portal has been created in PowerSchool, log into PowerSchool using the parent account and click on "Forms" on the left side of the screen; select the Enrollment tab at the top and complete each of the forms. (A video is available at https://sd206.org/registration/ for a step-by-step tutorial on the Bloom Township Online Registration process.)

In addition to completing the online portion of Registration, you must submit the following **required documents**:
- ○ Current physical within one year of first day of school (must be a complete physical, NOT a sports physical)
- ○ Current Immunizations
- ○ Birth Certificate
- ○ 8th grade diploma

Proof of Residency:
- Current (within the last month) copies of residency verification will be submitted electronically :
  - ○ One of the following: Mortgage, signed lease, closing papers, property tax bill, or notarized letter from landlord with rental agreements
  - ○ Two current utility bills (same address)
- Parent/Guardian identification of person enrolling student with **current address**:
  - ○ One of the following: Photo ID, driver's license, or state ID

RETURNING STUDENTS

- Watch the video at https://sd206.org/registration/ for a step-by-step tutorial on the Online Registration process
- Log into PowerSchool using the parent account and click the **Forms** icon on the left hand navigation bar.
- Select the **Enrollment** tab at the top.
- It is important to note that **Registration can only be completed through the parent portal**, not the student portal in PowerSchool.

Proof of Residency:
- Current (within the last month) copies of residency verification will be submitted electronically :
  - ○ One of the following: Mortgage, signed lease, closing papers, property tax bill, or notarized letter from landlord with rental agreements
  - ○ Two current utility bills (same address)
- Parent/Guardian identification of person enrolling student with **current address**:
  - ○ One of the following: Photo ID, driver's license, or state ID

12th Grade (Class of 2023) -All seniors MUST provide proof of the 2nd dose of the meningitis vaccine on/after age of 16. **(required document)**

Health Records-Questions about physicals should be directed to the school nurse:

Bloom Trail High School	Ilundria Bardwell	ibardwell@sd206.org
Bloom High School	Robye Ballard	rballard@sd206.org

TRANSFER-IN STUDENTS-Questions about registering from another district should be directed to the school's Registrar:

Bloom Trail High School	Barbara Manning	708-758-7000 X 3125
Bloom High School	Dana Burns	708-755-1122 X 2606

Documentation needed:
- Current (within the last year) copies of residency verification will be submitted electronically (1):
  - ○ Mortgage, signed lease, closing papers, property tax bill, notarized letter from landlord with rental agreements
  - ○ Two current utility bills (same address)
- Parent/Guardian identification of person enrolling student with current address (1):
  - ○ Photo ID, driver's license, state ID
- Student records from sending school