

Frequently Asked Questions about New Student Registration

How do parents register a student at Greenwich High School?

They can download the forms from the GPS website or pick up a registration packet in the GHS Main Office.
<https://www.greenwichschools.org/district-information/registration>

Do we need an appointment to meet with the GHS Registrar?

You don't need to meet with the Registrar prior to completion of the forms and requirements to register, since much of the process is explained in the Residency/Registration Checklist. When you're ready to make an appointment (between 7:30 am and 2 pm) please contact the Registrar (203-863-8844) or the Main Office (203-625-8000). Walk-ins will be assisted by the Registrar or Main Office staff as time allows.

When should parents register their student at Greenwich High School?

If your child needs to attend GHS in the CURRENT school year, you should register as soon as possible once you have a residence in Greenwich. Please allow at least a week to complete the registration process prior to your child officially starting school.

If your student plans to attend GHS for the NEXT school year, you can register beginning in February. Students who complete registration by the end of May will meet with their school counselor before the end of June. Students who complete registration after this will meet with their school counselor in August right before school resumes.

What should parents do if they think a child is eligible for special education services or Section 504?

Provide this information to the registrar as soon as possible in the process. An articulation PPT meeting or an articulation 504 meeting will be held at GHS.

How does the student select courses?

All newly registered students take placement tests in reading, writing, math, and world language. These placement tests will allow GHS Program Administrators to make course recommendations. Students and parents will meet with their school counselor to discuss final course requests.

How are placement tests scheduled?

Students typically take approximately 4 hours to complete the placement tests in reading, writing, math, and world language. Testing sessions can start anytime between 8:00am and 1:00 pm. Most students complete all of the tests in one day; however, a second day may be needed if extended time is given them by IEP or 504 Plan.

Do students have to continue taking the world language that they studied in the sending school?

No. Students have the option of continuing with their world language, or they can select a new world language. It is best to discuss the options with their school counselor.

What happens if a family doesn't agree with the placement recommendations?

The GHS program administrators continually analyze placement recommendations and student success in courses to help the faculty make knowledgeable recommendations. If you disagree with the recommended course placements, first discuss with the school counselor. They will instruct you to contact the correct Program Administrator for the subject to request an override if you continue to disagree with our reasoning behind the placement recommendation. These conversations must take place in a timely fashion.

How are new students assigned to a house and a school counselor?

All students are randomly assigned to one of the five houses at GHS. Typically students with older siblings are assigned to the same house. Parents also have the option to request their younger student be assigned to a different house by submitting a request to our Registrar. Parents of incoming 9th graders are invited to attend a House Orientation program in late April if students are registered by then.

When do new students receive their class schedules?

Class schedules are distributed to all students immediately before the first day of school each fall.