

Biographical Update Instructions for Rising 9th Grade Students

These instructions are for rising 9th grade parents. A parent must create a PowerSchool parent portal account. If you need an account, please contact the school.

1. Login, select 9th grade student, and click “Biographical Update.”

Snapcode Authentication

In order to better protect your privacy, we ask that you provide some additional information to authenticate the snapcode.

Date of Birth for
The date of birth must be in MM/DD/YYYY format.

03/ .

Continue Enter your child's birth date. We use what you submitted with your student's application.

2. Read “Welcome” screen and click “Next.”

Registration Information Update
2019-2020 Online

Introduction

Forms

- Student
- Parents/Guardians
- Siblings
- Grandparents
- Emergency
- Medical
- Tuition Preference
- Volunteer
- Signature
- Review
- Payment & Submit

Introduction

Welcome

Welcome to Cardinal Gibbons High School's online Biographical Information Update process powered by Pk Registrars. If you have questions regarding the use of PowerSchool Registrars, please click "Contact Us" on the webpage. To return to this page while in the process of completing the online form, click "Introduction" in the navigation bar.

Prior to starting this online form, you may want to have the following information handy: medical information, emergency contact information, email addresses, and your calendar.

Online Biographical Information Update and 2019-2020 Registration Payment

Clicking "Next" on this page will take you directly into the student information update process. Please follow to enter and electronically submit your information directly to Cardinal Gibbons High School. Note: Cardinal School will receive the information exactly as it is provided. Please be aware of spelling and capitalization. A during the process, you can click the "Save & Logout" button at the top of the screen and come back to the Information Update at a later time.

Please note that once you submit this form, you will not be able to make any changes. In the event that you needs to be changed, please contact the school directly: 919-834-1625.

Next

1. The items on the left are the pages of the online form.
2. As rising 9th grade parents or transfer parents, you will NOT submit payment using this form. The form will not ask you for payment. You must mail or drop off the new student enrollment fee.
3. Click "Next" to start the form.

3. Complete any missing student fields.

Student Information

First Name
Ch

Middle Name required
Pat

Check if the student has no middle name.

Last Name
Ra

Provide us with guidance on how best to pronounce your child's first, middle and/or last name)
Char isch

Suffix
-Select-

Check if the student has no suffix.

A. Check box if your child does not have a middle name.
B. Give us some help on pronouncing your child's name
C. No suffix = check this box

Continue completing the form. Some fields will already be filled in for you.

4. Provide Parent demographic information.

Parent/Guardian Information

Name of person with whom the student resides

Student lives with required
Bo . old:

Home Phone or Primary Contact Number required
XXXX-XXX-XXXX

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Mailing Address

Addressee Wording Preference required
example: Mr. and Mrs. John Smith

M

Mailing Address required
Best address for CGHS correspondence

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A. Please select the household that best describes your child's living arrangements.
B. Please put the primary number you want to receive calls about school closings and alerts.
C. Please indicate how you would like your mailings addressed.

Continue with remaining items below

5. Grandparent information (optional)

Grandparent Information

The Cardinal Gibbons High School experience is one to share with family. We want to share all the wonderful Gibbons experiences with the grandparent(s) of your child(ren). Starting next school year Gibbons will send quarterly emails to share with grandparents of current students to invite them into the Gibbons experience. We hope that you'll consider sharing this information.

If you prefer not to share this information check this box. required
- Select -

Parents can choose whether or not to complete this portion of the form.

Maternal Grandparents

Grandfather

Grandparent is deceased: required
No

6. Emergency Contact information

Emergency Contact Information

In the event the parent/guardian cannot be contacted, please provide two emergency contacts below.

Contact #1

First Name required
Nancy

Last Name required
Barkan

Relationship to Student required
Aunt

Call Phone required
XXX-XXX-XXXX

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Please provide 2 emergency contacts. We will only contact one in the event there is an emergency and we cannot reach a designated parent or guardian.

Complete the remaining items on this page.

7. Provide medical history.

Medical History

Special Medical Considerations

Does your child have Diabetes? required

- Yes
 No

Does your child have Asthma?

- Yes
 No

Please provide us with the most accurate medical information for your child. We share this information with our school nurse. Please contact the school if you have any specific questions about this.

Does your child have Seizures? required

- Yes
 No

Does your child have an epipen? required

8. Select Tuition Preference

Tuition Preference

- 12 Month Plan (July-June)
- Single Pay (due June 1)
- 10 Month Plan (July-April)
- Quarterly (July, October, January, and April)

A Choose one: required
Single Pay (due June 1)

A. Please select how you plan to pay tuition. You must also submit the pink Tuition Preference form with your \$750 New Student Enrollment fee.

Diocese of Raleigh Parish Affiliation

B Choose one: required
Not Affiliated

B. If you are currently an affiliated family, please select the parish. If you have not affiliated with a parish, you must select "Not Affiliated". If you plan on affiliating with your Catholic parish, you may submit your form for the Catholic tuition rate.

Please download, fill out, and return the Parish Affiliation form.

C. Your child is a rising freshman, so please select "Yes"

Finish the remaining items in the form and click "Next"

Additional Information

C Do you have a freshman student entering in 2019-2020? required
-Select-

9. CG Family Association

Partner with Cardinal Gibbons Family Association (CGFA) and experience Gibbons

We hope that some of the activities below will and bring you joy and provide an opportunity to meet fellow Gibbons Parents. Please let us know where you would like to start.

Questions? Contact CGHS Director of Parent Engagement, Kerry Mann (kmann@cgshsnc.org) or 919-834-1625 X277

Tell us a little about yourself

Tell us about yourself:

Characters Remaining: 300

Want to get engaged with CGHS, complete this form. Both parents interested, don't worry, there's a spot for the additional parent information.

Do you have a special talent or interest you would like to share?

Characters Remaining: 300

10. CGHS Digital Acceptable Use and CG Publications- Read and complete each item

Computer Network and Internet Acceptable Use Policies

The Computer Network and Internet Acceptable Use Policies can be accessed in full at www.cgshs.org/hoop.

- I. In general, students are responsible for good behavior on the school computer network just as they are anywhere on campus. Network communications are often public in nature, so general school rules for behavior and communications apply. The network is provided for students to conduct research, type reports and/or papers, and communicate with others. Access to network resources will be provided only to those students who agree to act in a considerate and responsible manner. This access is a privilege - not a right.
- II. File storage areas will be treated like lockers or any other storage area on campus. Users should not expect that files stored on school network resources will always remain private. School and network administrators may review files and communications to maintain system integrity and ensure that users are using the system appropriately.
- III. Internet access will enable students to explore thousands of libraries, databases, and bulletin boards and exchange information and communicate with Internet users throughout the world. Although this access has invaluable educational benefits, families should be aware that some material accessible via the Internet may be illegal, obscene, defamatory, inaccurate or otherwise offensive to some people. While the teachers and staff of CGHS will make a concerted effort to control student access to this material and a filtering system is in place, parents must be aware that CGHS cannot control the content of material available on the Internet or user access to that material. During school, teachers will guide students toward appropriate educational material. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, movies, radio, and other potentially offensive media.
- IV. Unacceptable uses include, but are not limited to, the following:
 1. Using or accessing profane, pornographic, obscene, indecent, or sexually offensive language, pictures, graphics, or other content.
 2. Violating copyright laws by illegally copying or using software or data.
 3. Communicating threats of any kind.
 4. Harassing or insulting other persons for any reason.

This screen asks parents to read and agree to our school's computer network and internet acceptable use policies and when we are allowed to use student pictures and work for our publications.

After reading the policies, please complete the remaining items to finish this page and click "Next".

11. Review and Submit

Review & Submit

YOU HAVE NOT COMPLETED ALL REQUIRED FIELDS AND MET ALL FORMAT REQUIREMENTS. IN ORDER TO PROCEED, YOU MUST:

You are almost done. Fix any missing fields so you can submit.

Review your form below, click on each field marked "Required" or "Invalid Format", and complete or correct your information.

If you have cleared all the required fields, and you STILL get this message, click "Next" at the bottom and it should take you to the submit screen.

12. Submit, really.

Payment & Submit

No Payment is due at this time. To continue, please click the "SUBMIT" button.

Click "Submit"

Previous **Submit**

13. Confirmation

Biographical Information Update 2019-2020 (Charles)

Submission Instructions

The information you have entered has been submitted electronically to Cardinal Gibbons High School. If you desire, you may click on the link Biographical Information Update to print the application completed online and retain a copy for your records (optional). Note: Once you have submitted your form electronically, you may make changes only by contacting Cardinal Gibbons High School directly.

Contact Information

Cardinal Gibbons High School
1401 Edwards Mills Road
Raleigh, NC 27607

Ph: 919.834.1425
Fax: 919.834.9771
Web: www.cgshs.org

This screen means "You are done" Thank you.

Warning: Do not forget to click the "Save & Signout" button when finished, especially when using a school or public computer. This will ensure that your information remains secure.