

## PARENTS/GUARDIANS/STUDENTS:



We hope you are enjoying your summer and that you are staying healthy and safe! Even though it will be an unusual school year ahead, it is time to start getting ready, and we are looking forward to it! School begins on **Tuesday, August 25, 2020**. More information will be coming on a bell schedule for the first day.

## REGISTRATION INSTRUCTIONS FOR 2020-21 SCHOOL YEAR

### STEP 1: Go to [www.davis.k12.ut.us/712](http://www.davis.k12.ut.us/712) ... Under Parents & Students, click on “REGISTRATION”

- Please read all the information on the site
- Take note of the **Important Dates to Remember**. (The school calendar for the entire year can also be found under the **PARENTS & STUDENTS** tab)
- Click on each tab in the **Registration** section for detailed information that pertains to you

### STEP 2: Register your student:

- Go to **myDSD**. ([www.davis.k12.ut.us](http://www.davis.k12.ut.us), click on **myDSD** icon) then sign in to your **Guardian Account**.
- If you do not have a Guardian Account, please complete the simple process by clicking on “Request a New Account”
- **Register** your student by paying school registration fees on your account (OR by completing a Fee Waiver Form—see info below-- OR Delayed Payment Form.) You may also pay your Registration fees in the Main Office.
- Review all Mandatory Fees and Optional Fees. Optional Fees include Yearbooks and PTSA Membership.
- **August 25, 2020 is the deadline for paying mandatory registration fees**. Optional fees may be paid at this time, but not required.
- **\$10 Late Registration Fee will be assessed to all mandatory fees not paid on or before August 25, 2020.**
- **FEE WAIVER APPLICATIONS:** If you need to request a Fee Waiver, please complete a Fee Waiver Application form (left hand column of Registration page on the VHS web site listed under Forms section). This form must be turned in before August 25, the Registration Deadline. Please read the instructions carefully, complete both front and back side of the form, and include required documentation. The only way that a fee waiver can be approved is for the Fee Waiver application to be completed and required documentation included. A separate application should be submitted for each student, and a new application is required for each school year. Fee waivers cannot be retro-active so please complete request before deadline.
- **FREE/REDUCED LUNCH:** Applications will be available for you to fill out and submit online after July 20, 2020. Please note that if you are approved for Free/Reduced Lunch, it does not automatically qualify you for a Fee Waiver. A separate Fee Waiver application is required. For more info on Free/Reduced Lunch, please go to:  
[www.Davis.k12.ut.us/departments/nutrition-services/free-reduced-price-school-meals](http://www.Davis.k12.ut.us/departments/nutrition-services/free-reduced-price-school-meals)
- **DELAYED PAYMENT REQUEST:** The Delayed Payment Request can be found under the Forms tab. Please complete and submit to Lori Hedin in the Main Office. It must be approved by Lori Hedin before the payment contract is complete.

### STEP 3: Digitally Sign Policy Documents:

- Go to **myDSD** ([www.davis.k12.ut.us](http://www.davis.k12.ut.us), click on **myDSD** icon) then sign in to your Guardian Account. Login to myDSD account.

- Click on “**Digitally Signed Documents Folder**”. Click on **File Selection**. Look for any file that is red, requiring action. Once the file is opened and read, you will find at the bottom left-hand corner the word **ACCEPT**, with a check box next to it. Click on that box, and the document will be electronically signed. Please make sure you view every document in your file.
- If your family’s personal information has changed in regards to address, guardian, emergency contact, email address, etc., please print the Student Information Form, make note of necessary changes by hand, and bring it in or mail it to the main office. The school’s address is:

***Viewmont High School  
120 West 100 North  
Bountiful, UT 84010***

If your information has not changed, you do not need to take any action at this time.

## **IMPORTANT ITEMS:**

- **YEARBOOKS:** Yearbooks are \$50.00 until November 2, 2020. After that date, the price goes to \$55.00. The final deadline to purchase a yearbook is January 15, 2021. We have a limited number of extra yearbooks at the end of the school year, but we cannot guarantee you will have the opportunity to purchase one then. Please make sure that you have purchased your yearbook before January 15, 2021.
- **PARKING PASSES:** We will begin selling parking passes on August 13, 2020. Parking passes will be required to park in the school parking lot. Parking passes are now sold to **ALL STUDENTS, ALL GRADES**, provided the student has no uncleared “U”s or unpaid parking tickets from the previous year(s). Students will be ticketed for improper parking beginning August 25, but students will not be ticketed until September 8 for not having a parking pass.
- **STUDENT ID BADGES:** In a continuing effort to increase the security of our students and staff, we will again be requiring VHS students to wear an ID badge. This helps all VHS staff identify who is in our building. It is our belief that displayed ID badges help with security.
  - **Badges will be issued on picture days, August 27 and 28.** The expectation will be that students wear the badge on a lanyard during school hours. If a student loses their badge, a new one will be made for a small fee. Students will be permitted to use any lanyard (school appropriate). We hope you will be supportive of this effort to make our school a safe place for all.
- **SCHOOL PICTURES:** School pictures will be taken on August 27 and 28 (retakes on October 5). Please be informed that, due to ongoing Covid-19 issues, there will be no ‘Cap and Gown’ photos for the seniors, nor will there be junior photos with drapes and tuxedos. ALL PHOTOS this year will be the student’s choice of clothing (as long as it is compliant with dress code).
- **STUDENT LAPTOPS:** In an effort to make our school as safe as possible from Covid-19, we will be issuing each student a laptop to take home and keep with them for the entire day at school. This will ensure that germs are not spread by community use of laptops. There will be a \$15 discretionary technology fee added to your registration fees for this year, which will be used to offset repair costs. More information will be coming on this.
- **LOCKERS:** Another safeguard against Covid-19 will be that, for this school year, we are not automatically assigning lockers to all students. We have removed the \$2.50 locker fee from the registration fees. However, **if any student desires a locker, please contact the main office and we will assign a locker**, and a fee will then be charged. By doing locker assignments in this way, we will be able to control the location and spacing of the lockers we assign.

If you have any questions or concerns, please do not hesitate to give us a call (801-402-4200). Our summer office hours are Monday-Friday 7:00-2:30 pm. Thank you.

**Viewmont High School Main Office**