

Dear Parents of KJH Students,

It's that time of year again! **Registration for Kaysville Junior High opens on July 17 – August 1.** Registration is a two-part process, (1) registering for classes was already done this past spring, (2) making the payment for school fees, this is the part that is due now. Please become familiar with my.dsd. Registration fees may be paid from your Guardian Acct in Mydsd, or in the main office of KJH. To log in or to set up a myDSD acct, please click [myDSD Login](#). If you have problems with your Guardian Account, please call Information Services at the Davis District Call Center, 801-402-5600, they will help you!

You will be required to pay registration fees three times during the year as follows:

Due by August 1 – All **Required Fees** will be online to pay beginning July 17, these are due by Aug 1.

Second Week of 1st Semester – First Semester Class fees will be invoiced to you based on your student's schedule.

Second Week of 2nd Semester – Second Semester Class fees will be invoiced to you based on your student's schedule.

You can pay all fees on Mydsd, by following this path after **logging in as the guardian** on myDSD.

- 1- Be sure to select the **correct student** if you have more than one.
 - a. Click on **"Payments"** ("Manage Payments" to set up an online banking account first, to avoid credit card fee)
 - b. Select **View Fees and Fines**. Select **"Fees and Fines owed"** tab.
 - c. Add each fee to **shopping cart** (you can view the breakdown of fees by clicking on "view detail")
 - d. **Optional Fees** – Please look to see what optional items you want to purchase, i.e. Device Protection Insurance, Yearbook, PE Clothing, PTSA Memberships, Instrument Rentals, Spirit shirt, etc. Add any optional items to your shopping cart.
- 2- Now, **make the payment**, if you set up your bank acct info, you will not be charged a credit card fee. You do not need to bring anything to the office; we have access to all receipt information.
- 3- There are some **electronic documents** that will need to be signed by both parents and students, go to **Tools** in your guardian account, (at the top of the page), then sign documents menu. **Please sign all listed documents.**
- 4- **Students** will need to log in as themselves (Not as guardian) to sign their documents.
- 5- All **required immunizations** for 7th Graders and new students must be current on the first day of school please bring documentation to the office before school starts. Click [here](#) for immunization requirements.
- 6- To apply for [Free & Reduced Lunch](#). **Forms must be filled out online**; links are also available on myDSD or on the school website.
- 7- [Fee Waiver Forms](#) **must be turned in as hard copies with the necessary documentation.** NEW FORMS ARE REQUIRED EACH YEAR, and one for each student.

After completing these steps, you are now ready for the school year to begin!

See next page for upcoming events:

Upcoming events:

July 17-Aug 1 - **Registration Open** for payment of required fees, \$10 late fee will be assessed after August 10.

August 1 – **Required Registration Fees Due**

August 11 – **7th Grade & New Student Rally**

July 26-August 6 – **Summer Band \$45** ([see flyer here](#))

August 2-6 – **Girls Basketball Camp \$50** ([see flyer here](#))

August 9-11 – **Volleyball Camp \$45** ([see flyer here](#))

August 11-13 – **Boys Basketball Camp \$50** ([See flyer here](#))

August 12-13 – **Volleyball Tryouts**

August 6 - **Schedules** available online. Class change **appointment scheduler opens (my.dsd- tools- appointments).**

August 9-17 – **Class changes** made by appointment. **There is \$10 class change fee for all schedule changes.**

August 23 – **School Begins, 8:05 am**

September 8 – **Yearbook Photo Day.....Photo Make Up Day** – October 21.....**Group Photo Day** – Nov 10

October 4 – **Boys BBall Tryouts** begin