

PARENTS/GUARDIANS/STUDENTS:

We hope you are enjoying your summer! It's time to start getting ready for the coming school year, and we are looking forward to welcoming the students back! School begins on Thursday, August 17, 2023. The first day of school will be a regular full A Day.



REGISTRATION INSTRUCTIONS FOR 2023-24 SCHOOL YEAR

STEP 1: Go to 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** tab. (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, 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”
- **PLEASE NOTE: Due to legislation passed by the Utah state legislature, there is only one mandatory registration fee for the school year (Activity Fee - \$32.00) Please register your student by paying school registration fee on your account (OR by completing a Fee Waiver Form—see info below-- OR Delayed Payment Form.)** You may also pay your Registration in the Main Office.
- Review all Optional Fees. Optional Fees include Yearbooks, PTSA Membership and Device Protection Plan.
- **September 1, 2023 is the deadline for paying registration fees.** Optional fees may be paid at this time, but not required.
- **\$10 Late Registration Fee will be assessed to the registration fee if not paid on or before September 1, 2023.**
- **FEE WAIVER APPLICATIONS:** If you need to request a Fee Waiver, please complete a Fee Waiver Application form (**Forms** section). This form must be turned in before September 1, 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 in August, 2023. 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
- **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, click on myDSD icon) then sign in on your Guardian 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 \$52.50. The final deadline to purchase a yearbook is January 12, 2024. 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 12, 2024.
- **PARKING PASSES:** We will begin selling parking passes on August 3, 2023. 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 17, but students will not be ticketed until August 28 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 day, August 14.** 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 14 from 8:00am to 2:00pm** (picture makeup day will be on September 18).
- **SOPHOMORE ORIENTATION:** This will be held on **August 14 between 11am and 12:30pm**. Sophomores will receive their laptop on this day, make schedule changes if necessary, take school picture/receive ID Badge, and can take a building tour.
- **ELECTRONIC DEVICES:** We will be issuing each sophomore a laptop on **August 14** for their use during the school year. Juniors and Seniors should all have kept their laptops from last year.
- **ELECTRONIC DEVICE INSURANCE PLAN:** There will be an optional \$25 fee, located in the "Optional Fees" section, available to pay which will be used to offset repair/replacement costs. The deadline to purchase this is August 31, 2023. We strongly recommend purchasing this insurance. If the insurance fee is paid, the following policy applies (full policy is posted in myDSD):
 1. If the device is broken or lost, you would be required to pay a \$50.00 replacement fee. (*If no insurance is purchased, you would be required to pay the FULL replacement cost, which is \$250.00.*)
 2. If the screen requires replacement or the charging cord is lost, you would only be required to pay a \$15.00 co-pay, instead of the regular \$70.00 fee.
 3. Coverage begins on the date of purchase, and the fee is non-refundable.
 4. Deadline to purchase insurance is August 31, 2023.
- **LOCKERS:** If any student desires a locker, please contact the main office and we will assign a locker.

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 8:00-2:00 pm. Thank you.

Viewmont High School Main Office