



LCC SPRING REGISTRATION CHECKLIST

Students

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|---|----------------------------|
| <input type="checkbox"/> Meet with SRES D to select/confirm classes | October |
| <input type="checkbox"/> Complete SRES D Google form for registration | During meeting with SRES D |
| <input type="checkbox"/> 5th year students: meet with Academic Advisor at LCC | October |
| <input type="checkbox"/> 5th year students: meet with SRES D to select/confirm classes | October |
| <input type="checkbox"/> Complete SRES D Google form for registration | During meeting with SRES D |
| <input type="checkbox"/> Meet with counselor for class approval | October |
| <input type="checkbox"/> If prompted by SRES D: fill out Dynamic Form | Complete by December 16 |
| <input type="checkbox"/> Parents select school district as Shiawassee RES D | |
| <input type="checkbox"/> Watch email for dynamic form denial | |
| <input type="checkbox"/> Pass Accuplacer (placement) exam IF necessary | Complete by December 16 |
| <input type="checkbox"/> Communicate any class changes or drops with SRES D | Complete by December 16 |
| <input type="checkbox"/> Log in to Banner to view/confirm your Spring schedule | Complete by December 16 |
| <input type="checkbox"/> Pick-up books and materials (see dates below) | Complete by: January 6 |

High School Counselor

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|---|-------------------------|
| <input type="checkbox"/> Invite SRES D to district to assist with scheduling students | October |
| <input type="checkbox"/> Meet with students for class approval | October |
| <input type="checkbox"/> If you receive a Dynamic Form: | |
| <input type="checkbox"/> If you do sign it, save a pdf copy and send to SRES D | |
| <input type="checkbox"/> Support students who need to pass Accuplacer exams | Complete by December 16 |
| <input type="checkbox"/> Communicate any class changes or drops with SRES D | Complete by December 16 |

Parents/Guardians

- | | |
|--|-------------------------|
| <input type="checkbox"/> Support students with selecting classes of interest | Complete by December 16 |
| <input type="checkbox"/> Support students who need to pass Accuplacer exams | Complete by December 16 |
| <input type="checkbox"/> If prompted by SRES D: fill out Dynamic Form | Complete by December 16 |
| <input type="checkbox"/> Select school district Shiawassee RES D, not HS student attends | |
| <input type="checkbox"/> Remind student to check email for Dynamic Form denial | |
| <input type="checkbox"/> Pick-up books and materials | Complete by January 6 |

IMPORTANT DATES

End of Fall semester	December 12
Last day to add/change classes for Spring semester	December 16
Fall Book return (keep laptop until the final day of Spring semester)	December 12-16
SRES D office closed	December 26-30
Spring Book/material distribution	January 2-6
Spring semester begins	January 9