

# BELLEVILLE EAST School Wide Registration 2026 - 2027

July 27 – July 30

LOCATION: BELLEVILLE EAST CAFETERIA

All parents/guardians must complete the online registration process prior to attending textbook pickup during the week of **July 27th**. **All families will still need to produce the required residency/enrollment documents during in-person registration.** All documents for registration will be accessible on our website at <https://bths201.org/belleville-east-home/> If you do not have access to a computer/internet, all documents will be available during in-person registration.

**PART #1: First parents must complete the online registration through ParentVue.** Online registration will open on **July 1st** and remain open through in-person registration. Incoming freshmen and new students will receive an email with instructions on how to log into ParentVue. Returning students will register with last year's ParentVue log in information. If you have forgotten your sign-on information, please click on the following link: [https://il-bthsd-psv.edupoint.com/PXP2\\_Password\\_Help.aspx](https://il-bthsd-psv.edupoint.com/PXP2_Password_Help.aspx) Online registration **must be complete** before the second part of registration.

**PART #2: The second part of registration will be in person located in the Belleville East cafeteria.** At this time ALL students will prove residency. They will also pay any fees, pick up textbooks and a Chromebook, as well as take their ID photo and receive bus information. Eligible student drivers may purchase a parking pass at this time as well.

Monday, July 27 <sup>th</sup>	Freshmen	9:00 am – 7:00 pm
Tuesday July 28 <sup>th</sup>	Seniors	9:00 am – 7:00 pm
Wednesday, July 29 <sup>th</sup>	Juniors	9:00 am – 7:00 pm
Thursday, July 30 <sup>th</sup>	Sophomores	9:00 am – 7:00 pm

Make up dates are as follows and registration will be located in the **class office**.

Tuesday August 4 <sup>th</sup>	All Student Make-ups	1:00 pm – 4:00 pm
Wednesday, August 5 <sup>th</sup>	All Student Make-ups	1:00 pm – 4:00 pm
Friday, August 7 <sup>th</sup>	All Student Make-ups	8:30 am – 4:00 pm

**Please see the Residency Reference List to know what documentation will need to be provided at In-Person Registration.**

During in-person registration Parents/Guardians and students will complete the following steps:

1. **Proof of Residency:** All families will still need to produce the required residency/enrollment documents
2. **Schedule:** Students will be given their printed schedules during in-person registration. **NOTE: ANY STUDENT REQUIRING A SCHEDULE CHANGE SHOULD SEE THEIR COUNSELOR (in B-bldg.)**
3. **Health Office:** Physicals and immunization records should be turned in to our health office station. State law requires all incoming freshmen and new students to have a physical examination and provide the school with documentation to be filed with the school nurse at enrollment. **All 12<sup>th</sup> graders** are required to show proof of receiving two doses of the (MCV) Meningococcal conjugate vaccine unless the 1<sup>st</sup> dose was administered after 16 years of age. In this case, only one dose after 16 years of age is required. **All students must be in full medical compliance by Monday, August 17th or they will be excluded from school until the state medical requirements are met.** Absences due to medical non-compliance are unexcused absences.
4. **Bus Information:** Incoming freshmen and new students will be assigned a bus number and bus stop based on the home address we have on file as of June 1. Returning students will remain assigned to

the same bus unless your schedule has changed causing a change in the arrival and/or dismissal times. You will then need to fill out a new request. Any student who lives within 1½ miles from school are considered in a “walk zone” and will not be assigned to a bus.

5. **Free/Reduced lunch and Payment Plans:** The Free/Reduced Meals Application is ONLINE starting **Wednesday, July 1, 2026**. Paper applications will also be available during in-person registration days. Completing the Free/Reduced Meals Application online will speed up your process during registration. Go to [www.myschoolapps.com](http://www.myschoolapps.com) and “Find Your School District” at the bottom. Applications will not be available until **July 1, 2026**. (IF YOU COMPLETED THE ONLINE MEAL APPLICATION BEFORE JULY 1, 2026; YOU WILL NEED TO COMPLETE IT AGAIN FOR THIS SCHOOL YEAR.) Call Zachary Halterman at 222-3745 with any questions. All applications turned in between **July 27<sup>th</sup> – July 30<sup>th</sup>** will be processed immediately. **Any application turned in after July 30<sup>th</sup> will require a minimum of two working days to be processed.** **NOTE: Music classes, Driver’s Ed. and Parking Permits are not covered by the fee waiver.**
6. **Parking Tag:** Students wishing to purchase a parking tag will need to be present, provide a valid license and **PRINTED** proof of insurance. Students may only purchase their parking tag on their ASSIGNED registration day. The cost **is \$60**. Violators will be referred to their Assistant Principal.
7. **IDs:** Students who have already taken a current ID picture will pick up their completed ID. If an ID photo has not already been taken, a picture will be taken and the ID will be processed while the student waits. The student or parent/guardian is required to sign for the receipt of the ID. Students must be dressed school appropriately to take the photo. Replacement ID’s throughout the school year will cost students \$5 each.
8. **PE Uniforms:** PE uniforms will NOT be included in your fee statement, but may be purchased during checkout at the end of registration or during the school year in the bookstore. P.E. Uniforms are **\$14 a set (\$7 each piece)** and **\$15 each for sweatshirt or sweatpants**.
9. **Payment:** Cashier will collect all payments. Cash, personal checks, or credit cards (Visa or MasterCard) may be used for payment. **A \$20 charge will be assessed for each returned check.**
10. **Textbooks:** After completing all other responsibilities, the student will take the number received at the beginning of the registration process to the bookstore. The student’s book order will be filled at that time. Math students will also be issued a calculator at this time. **Before leaving the Bookstore area please double check that you have received the correct textbooks and materials.** You will be responsible for these books and materials being maintained in good condition and returned at the end of the semester or year. If you do not return the books or materials in the same condition they were issued, you will be expected to reimburse the school for them.
11. **Photos** Freshmen, Sophomores, and Juniors must have pictures taken by Jostens to be in the yearbook. Jostens will take photographs during registration (July 27<sup>th</sup> – July 30<sup>th</sup>). **Retake day will be on September 2nd during the school day.** PLEASE DO NOT WEAR **GREEN**. Please see additional information on our school website regarding Josten’s.

### **Simple Checklist For Registration:**

- Online registration portion completed through ParentVue
- Bring driver’s license and the appropriate residency documents to in-person registration
- Bring payment method (cash, check or credit card) to in-person registration
- For students who plan on parking this year, bring driver’s license & proof of insurance to in-person registration.

# Residency Reference List

Incoming freshmen and new students to District 201 will need to provide the following in person:

When a parent/guardian registers a student, **the parent/guardian will need a photo ID and will need to supply the following information:**

**Step 1: Proof of Parent or Guardian Relationship** (Person registering student must prove parental or guardian relationship by showing:)

Certified Birth certificate of student and Driver's License or Other Acceptable Photo ID of parent/guardian

Proof of Guardianship (if applicable)

Court Order, Agreement, Judgment or Divorce Decree that awards custody of the child to any person (if one exists).

**Step 2: Proof of Residency** (Person registering student must show 3 of the following proofs of residency, at least 2 of which must be from Category A.)

## **Category A**

- Current Utility Bill (gas, sewer, water, or electricity) – only 1 of these can be used (Last 30 days)
- Occupancy Permit
- Current Lease with Landlord Name & Phone
- Home Ownership Title or Deed
- Current Homeowner or Renter Insurance Bill
- Current Real Estate Tax Bill
- Mortgage Statement
- Current Closing Papers

## **Category B**

- Current paycheck stub with address in District
- Documentation of TANF or Approval Letter from Nutrition Program and Support Services
- Valid Driver's License with address in District
- Voter Registration Card with current address

*Any person who knowingly or willfully presents to the district any false information regarding the residency of a student for the purpose of enrolling that student to attend school in the district, or who knowingly enrolls a student who is not a resident of the district, shall be guilty of a Class C misdemeanor, punishable by up to 30 days incarceration in the St. Clair County Jail ILCS 5/5-8-3 and/or a fine up to \$1500.00 730 ILCS 5/5-9-1. In addition any nonresident student will be charged tuition for each day of enrollment in accordance with Section 10-20.12a, of the Illinois School Code.*

**Step 3: Physical Exam and Immunization Records.** Any student that has not met the physical and immunization requirement by the first day of school, will face exclusion from school.

**\*Step 4: Copies of School Records.** While we will send for the official copy of a student's records after he/she enrolls, it is helpful for students to have copies of their records when they select courses during the registration conferences. Each special education student should have a copy of his/her I.E.P.

**\*Step 5: ISBE "Student Transfer Form"** will be required at the time of registration if the student is transferring from an Illinois public school.

**\* Steps 4 and 5 pertain only to students transferring from a different high school or outside District 201 feeder schools.**

**Appeal Procedures:** *In the event that the district denies enrollment, the parent/legal guardian may appeal the decision to the Principal. If the parent/legal guardian is not satisfied with the principal's decision, he/she may appeal to the Assistant Superintendent/Superintendent. If the parent/guardian is not satisfied with the Assistant Superintendent/Superintendent's decision, he/she may appeal at the next regularly scheduled board meeting. While this question is being decided the student may not enroll in the school. As a part of the investigation process, the district may require the parent/legal*

*guardian of the student to produce additional proofs of legal residence. If the decision by the Board of Education is that the student does not reside within the district, admission is denied.*

**Returning students to District 201 will need to provide one of the following documents:**

In an effort to keep our records up-to-date and to continue to verify residency of our students, all sophomores, juniors and seniors are required to provide verification of their residence. There are two possible scenarios:

**Scenario #1: The student lives at the same residence that was established last school year.**

**PROVIDE DRIVER'S LICENCE AND ONE OF THE FOLLOWING**

- Current Utility Bill (gas, sewer, water, or electricity) – only 1 of these can be used (Last 30 days)
- Occupancy Permit
- Current Lease with Landlord Name & Phone
- Home Ownership Title or Deed
- Current Homeowner or Renter Insurance Bill
- Current Real Estate Tax Bill
- Mortgage Statement
- Current Closing Papers
- Current paycheck stub with address in District
- Documentation of TANF or Approval Letter from Nutrition Program and Support Services
- Voter Registration Card with current address

**Scenario #2: The student has moved from the residence established last school year. PROVIDE DRIVER'S LICENCE AND THREE PROOFS OF RESIDENCY (At least 2 from Category A)**

**Category A**

- Current Utility Bill (gas, sewer, water, or electricity) – only 1 of these can be used (Last 30 days)
- Occupancy Permit
- Current Lease with Landlord Name & Phone
- Home Ownership Title or Deed
- Current Homeowner or Renter Insurance Bill
- Current Real Estate Tax Bill
- Mortgage Statement
- Current Closing Papers

**Category B**

- Current paycheck stub with address in District
- Documentation of TANF or Approval Letter from Nutrition Program and Support Services
- Valid Driver's License with address in District
- Voter Registration Card with current address