



## Middle School i-Term Registration Procedures

1. Preview the i-Term booklet as a family to determine which courses interest your student(s). i-Term will be held March 12-16, 2018.
2. Complete the attached i-Term registration form, being sure to list three course selections. **Forms will not be accepted with less than three choices.** A parent/guardian and the student must sign the form. **Forms are due in the Middle School Office by August 28, 2017.** Note: Students who do not turn in forms by the deadline will be placed in a course at the discretion of the Middle School Director.
  - While every effort will be made to give students their first choice, this may not always be possible. Be sure that the second and third choice selections are courses that your student would also be happy taking. Older students will be given priority in class selection whenever possible.
  - Choose carefully. **Once a student is registered and confirmed in a course, no changes will be made.**
  - Students are required to participate in i-Term. Families should not travel during that week. Note: i-Term is the week before Spring Break.
  - **By signing the Course Registration Form, parents/guardians agree to pay the fee indicated.**
  - All i-Term course deposits are **non-refundable**. If a student does not complete an i-Term course, there will be **no refund** of course fees.
3. **i-Term course registration confirmations** will be sent home with students on or before September 8<sup>th</sup>, and must be **signed and returned to the MS Office by September 18<sup>th</sup>**.
4. **New this year, all course fees will be billed thru TADS.** Fees are listed in the brochure. Note: Puerto Rico travelers follow the payment schedule established by *Students Love Travel*.



## Middle School i-Term Course Registration Form

Return form to Middle School Office by August 28, 2017

Student Name: \_\_\_\_\_ Grade in 2017-18: \_\_\_\_\_

Course Choice #1:

\_\_\_\_\_

Course Choice #2:

\_\_\_\_\_

Course Choice #3:

\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*\*By signing this form, parents/guardians agree to pay the fee indicated.*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_