

# REGISTRATION

## Infinite Campus

**You must use Infinite Campus School Store for all course and bus transportation registrations.**

To access the Infinite Campus school store, click the “Infinite Campus” logo icon in the upper right-hand corner of the high school webpage. You will need an Infinite Campus Portal Account to access the school store. If you have any questions regarding summer school registrations, please contact Julie Freeney at [jfreaney@dist113.org](mailto:jfreaney@dist113.org).

## Mail or Walk-In Payments

We do not accept paper registrations. You must register online through the infinite campus school store. If paying by check, they must be made in full at the bookstore. These registrations will be processed manually based upon seat availability. We do not accept credit card orders over the phone or on paper.

## Child of Staff Registration

If you are a District 113 staff member and wish to enroll your child in summer school, please complete the Staff Registration Google Form as these will be processed manually based upon seat availability. Staff registrations are available to immediate family members only. Check your district email for the Staff Registration Form.

## Out-of-District Students

Students who live in District 113 receive priority for enrollment in Summer School. We highly recommend parents/guardians discuss the course(s) with their home school counselor before contacting the summer school office.

Out-of-district students will need to register by filling out the Out of District Registration google form. Once completed, you will be contacted within 24 – 48 hours with further information on how to complete your registration. A signed Computer Authorization Form (AUP) and the Township High School District 113 Emergency Forms must be turned in prior to the first day of Summer School

Out-of-district students may submit registrations, but they will not receive confirmation of enrollment until after Friday, May 31, 2024. Course schedules will be made available on the Infinite Campus Parent-Student Portal prior to the first day of summer school.

## Tuition Assistance

Students who have already qualified for free books and lunch (FRAM) for the current school year, will qualify for tuition assistance and will not be charged for tuition or books for their Summer School classes. The fee waiver will be applied automatically upon check-out from the Infinite Campus Store. Students should see their counselor for more information

about this assistance. If you are not eligible for FRAM, but may require additional assistance, please speak with your Counselor or one of the summer school principals. If you are unable to pay by credit card, please contact Julie Freeney, [jfreaney@dist113.org](mailto:jfreaney@dist113.org).

## Refund Policy

Parents/guardians should email Julie Freeney at [jfreaney@dist113.org](mailto:jfreaney@dist113.org) to request any withdrawals or changes. If you paid by check or money order, please include your student’s full name, student ID and mailing address as well as the course name and number.

Cancellations after Tuesday, March 5, 2024 and prior to Monday, June 10, 2024 will forfeit a \$50 processing fee per course. **There will be no refunds on or after the first day of Summer School.**