



# DEERFIELD HIGH SCHOOL

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Dear Class of 2027 Families:

Course Requests for incoming freshmen close on **Tuesday, January 31, at 3:30 pm.**

Below are some registration tips that will help answer some frequently asked questions.

## Registration Resources

- All registration materials and communication can be found [here](#).
- Take time to read the [Lookbook](#). The Lookbook is designed to answer questions that we commonly receive from families.
- Please follow the step-by-step [directions](#) for making course requests. If, after reading the directions, you still have questions, please email Amy Bricker at [ABricker@dist113.org](mailto:ABricker@dist113.org).
- For issues with your portal password or concerns about not receiving emails from DHS, you can email [DHSportal@dist113.org](mailto:DHSportal@dist113.org) for technical assistance.
- For questions about courses, please contact the academic department chair.
- Locked course placements were identified after reviewing standardized test results. These courses are automatically added to your student's schedule. If you want to ask about a change to course placement (Standard and Honors), please email the DHS academic department chair (not your middle school teacher).

## Guidelines for Making Course Requests

- All freshmen need to select a Freshman Advisory.
- When planning out a school day, remember DHS has an 8-period day and Physics fills two periods.
- If you are requesting to take Physics during the Early Bird period, please select "EB Physics" or "EB Physics Honors" on the drop-down menu. After course requests close, the science department chair will update the locked course to reflect the EB request.
- EB is not a guaranteed period. That is, you will still be able to take the class, but you may not be scheduled during the requested EB period. Also, we do not move a student into any EB class unless it was part of the registration request (such as specifically requesting EB Physics Hon).
- When choosing a Fine Arts Freshman Advisory (Band, Chorus, Orchestra, Theatre, Dance or Visual Art), please be aware that students may not be able to take an Early Bird (EB) Science class because the science class may conflict with the freshman advisory period.
- If you are selecting a full-year course, don't forget to select both semesters. First-semester course numbers end with the number "2." Second-semester course numbers end with a "4."
- You can ignore the message about not meeting the fine arts requirement or counselor approval. This is a system error, not a user error.
- Once you are done selecting courses, save your work!
- The deadline for completion of course selection is **January 31 at 3:30 pm.**

## Additional Reminders

- If your student has an IEP, you will finalize registration during your student's articulation meeting with the high school. You do not need to do anything else after the articulation meeting to complete registration.
- If your student has a 504 plan, you will be contacted in the spring after registration for a meeting with DHS staff.
- You will have the opportunity to confirm the accuracy of your requests during Course Verification from **February 14 (after 8:00 am) - February 16 (by 3:30 pm)**. A detailed email will include your course requests and who to contact regarding mistakes.

A Message from Deerfield High School

