



Cap Sante High School Student Application Checklist

#1- FILL OUT ALL OF THE ENCLOSED FORMS USING A PEN.

***New to District:** YOU WILL ALSO NEED THE FOLLOWING DOCUMENTS:

- A completed variance form from your resident school district, if you do not intend to relocate to the Anacortes School District.
- An official copy of your birth certificate.
- Proof of residence. An example is a utility bill.
- An unofficial copy of your transcript and immunization records from the last school you attended. A State law prohibits students from attending school without updated immunizations.
- Your withdrawal slip from your previous/current school. This IS REQUIRED in order for you to enroll in the Anacortes School District.

#2- MAKE AN APPOINTMENT WITH A COUNSELOR AT 293-1226.

Counselors: Marci Fankhauser: All Students A-F
 Maggie Lahey: All Students G-M
 Jean Lungren: All Students N-Z

#3- BRING THE COMPLETED APPLICATION & ENROLLMENT PAPERWORK TO THE COUNSELING OFFICE ON OR BEFORE YOUR SCHEDULED APPOINTMENT TIME.

#4 - AFTER MEETING WITH YOUR COUNSELOR YOU WILL THEN BE SCHEDULED FOR AN INTERVIEW MEETING WITH THE CSHS ADMINISTRATOR.

My parent/guardian will also attend.

#5- IF YOU ARE RECOMMENDED TO ATTEND CSHS AFTER YOUR MEETING, CSHS STAFF WILL CALL YOU TO MAKE YOUR APPOINTMENT WITH AN INSTRUCTOR AT CAP SANTE HIGH SCHOOL, 1717 J Ave.

#6- DO THE FOLLOWING BEFORE OR AFTER YOUR SCHEDULED APPOINTMENT WITH YOUR INSTRUCTOR:

- Check in with the ASB secretary to understand if you have any fines and/or fees. You will need to address these prior to enrollment in CSHS.
- Read the Cap Sante High School Handbook in your folder and familiarize yourself with the policies, procedures, and expectations. The handbook is yours to keep and refer back to.
- Be prepared to pay a \$7.00 technology fee and, if you drive to school, a \$5.00 parking permit fee.
- Be prepared to have your picture taken for a Cap Sante identification card.

Sign after reading- I have read the CS Handbook. _____