

Community Unit School District 300

Incoming freshmen for 2019-2020 school year



Dear Parents and Guardians,

The 2019-2020 registration for incoming freshmen from home schools, parochial or private schools will open on December 3, 2018. All registration for students must be completed online.

1. Contact the registrar at the high school your child is zoned to attend. If you do not know what high school your child is zoned to attend, please call the District 300 Central Office at (847) 551-8300.
 - **Dundee-Crown High School Registrars:** Kristie Benedik, (224) 484-5009
Jean Collingbourne, (224) 484-5008
 - **Hampshire High School Registrar:** (847) 792-3555
 - **H. D. Jacobs High School Registrar:** Holly Ward, (847) 532-6134
2. After contacting the high school registrar and providing them with some basic information, an email containing an online registration application will be sent to you on or after **December 3, 2018**.
 - The online registration application will need to be completed and submitted to the high school registrar.
 - For families without internet or an email account, please make an appointment with the high school registrar to use a school computer to complete the online registration application.
3. Once you submit the online registration application, the high school registrar will contact you to make an appointment to collect all required documents and finalize your student's 2019-2020 high school 9th grade registration.

New students to District 300 must provide the following items to complete registration.

1. Proof of student address documentation, refer to <http://www.d300.org/Page/856>
2. Physical & Immunization Records; refer to <https://www.d300.org/Page/852>

Please note, the D300 Technology Department recommends using Firefox or Chrome to complete the online registration process. Pop ups must be enabled prior to beginning the registration process. Should you encounter any problems while processing your online registration, please email OLR@d300.org.