

**MICHAEL A. RIFFEL HIGH SCHOOL  
GRADE 10, 11, AND 12 REGISTRATION  
March 2012**

Registration for next year's grade 10's, 11's, and 12's will be done electronically. Your son or daughter will be called by grade to a computer lab on March 12, 2012 to enter his/her course selections for the 2012-2013 school year. Student registration will be conducted by the Educational Technology Department from our board office, our guidance counsellors, and administration.

After students have entered their course requests, they will print out verification form which they will bring home for you to sign and then return to the school by March 13, 2012. This new method of registration is possible thanks to our new Teacher Logic program and we hope, it will reduce the amount of paper - our own attempt to "Be Green"! Also, it allows us to get the registration information in a timely manner so we can begin planning for the 2012-2013 school year.

In the next few weeks your son or daughter will be bringing home a course selection sheet and a data entry sheet. Please go through the course selection sheet together. Course descriptions are available on the school website and our guidance team will be presenting registration information to all students so they should have a good understanding of their required courses and elective options. We have also attached a copy of the handouts your student received in case they get lost in transit! Once they have selected their courses, we ask that they transfer this information to the data entry form which replicates the electronic screen they will access to select their subjects. **All students must bring these data entry forms to school for Monday, March 12, 2012.**

Our current students' (grades 9-11) Parent Information Night will take place on Thursday, March 1, 2012 @ 7:00 pm so we can answer any questions or concerns about courses at that time. If you have any further questions or concerns about this process please contact our office at 791-7260.