



## 2019-2020 Enrollment Checklist

### All Families

- Complete the online Tuition Contract and pay the enrollment fee. The [Tuition Contract](#) is available on the [SPX website](#).
- Any family interested in **financial aid must apply by December 17, 2018**. Application is available on the [FACTS website](#)

### Returning Students Only

- Log on to your PowerSchool Account
- Click on PowerSchool Registration icon located on the lower left corner
- Click on Student Information then review/update all demographics. Click SUBMIT to finalize this portion of the enrollment.
- Your student will enroll for next year's classes during the school day in the Spring.

### Incoming Freshman and Transfer Students

- An email will be sent from Sherri Hennen/ SPX Office to set up a PowerSchool account. Please allow 20 to 30 minutes to complete all the demographics. You will need the following information to complete the online PowerSchool process.
  - School district of residence
  - Two emergency contacts name, address and phone number. These contacts must be someone other than the guardian/parent.
  - Doctor's information, including name, address and phone
  - Health providers name and policy number
  - Preferred hospital
- Make sure **all fields** have been filled in completely and accurately, then click SUBMIT.

### Incoming Freshman

- Please attend, with your child, one of two scheduled class course enrollment sessions at St. Pius X in late February/early March. You will be emailed a link to sign up for a specific time slot through Sign Up Genius for one of the sessions.