



# SGCHS 2024-2025 Registration Checklist

Use this form to check off each step in our registration process. When every box is checked, your registration will be ready to process. **Read the course descriptions in the Registration Handbook online at [sgchs.psd.ca](http://sgchs.psd.ca)!**

- Parents need to complete either the 'New Student Registration Form' or the 'Returning Student Registration' via online.

A **New Student** is one who has never attended a Parkland School Division school (e.g. students entering Kindergarten, new residents).

A **Returning Student** is one who **has attended a Parkland School Division school and/or rode on a Parkland School Division bus before** (e.g. students entering Grades 1-12).

Please go to <https://www.psd.ca/schools/registration> for more information.

- Complete the School of Choice form if you do not live in the Spruce Grove attendance area (*This is required by Parkland School Division*). **Additional cross attendance fees will apply. Please contact the Transportation department (780-963-8452) for more information.**

**NOTE:**

If you reside outside the SGCHS attendance area you must have a **School of Choice** form signed by an administrator at MCHS and SGCHS **BEFORE** your registration will be approved.

If you are unsure about our attendance boundaries, please contact the Parkland School Division No. 70 Student Transportation office at 780-963-8452.

- Course Selection Form:  
**GRADE 10** –colored      **GRADE 11/12** – white

**WE ALSO NEED:**

- A copy of the Birth Certificate, Latest Report Card, and Proof of address.
- Call Student Services at 780-962-0800 for inquiries!