

**Joliet West High School  
2019/2020  
Upperclassman Schedule Distribution Instructions**

**New Immunization for Seniors**

Beginning in the fall of 2015, proof of at least one dose of a recent (on or after 16 years of age) meningococcal conjugate vaccination (MCV) will be required of all students entering the 12<sup>th</sup> grade. Twelfth grade students enrolled at Joliet West must provide documentation of vaccination, including the date of administration and a doctor's signature, before the student can complete the schedule distribution process.

Students who do not provide proof of vaccination will not be allowed to pick up their 2019/2020 school ID, class schedule, student device or textbooks. All grade 12 students must provide proof of vaccination in order to obtain these materials and begin school.

**Student's will pick-up schedule, locker, student ID and pay school fees.**

- It is essential that every student report on one of the assigned dates/times. Students who miss their Schedule Distribution time will need to schedule an appointment to re-enroll. In addition, **a non-waivable \$25.00 late registration fee** will be assessed for active students who fail to report during the Schedule Distribution dates.
- If you have moved, you **must** bring in three (3) current proofs of residency and submit at **Station 4**.
- **Upperclassmen** should enter at **Door 6**, proceed to the cafeteria and proceed according to posted signs.
- ID numbers starting with **700** will submit medical documentation that they received the meningitis vaccine and/or check to see if the nurse received proof of this vaccination. Once complete, you may continue with the Schedule Distribution process.
- Visit [www.jths.org](http://www.jths.org) for information on the following: **Student Handbook, Pesticide Spraying, Student Insurance, Lawn Care Applications, Driver's Ed, Tiger Athletics & more.**
- Information regarding senior pictures and the meningitis vaccine was distributed via email to **ALL** seniors on **May 12**. In addition, an email was sent to parents regarding this as well. Please check your email for this important information or visit Joliet West website at [www.jths.org](http://www.jths.org) for this information.
- Contact Chris Ebenroth at 815-774-1645 with questions regarding Schedule Distribution.
- The first day of school is **August 19<sup>th</sup>**.

**SCHEDULE DISTRIBUTION HOURS AND DATES (PLEASE BE AWARE THE FIRST DAY AND FIRST FEW HOURS ARE VERY BUSY – PLEASE TRY TO COME DURING YOUR ASSIGNED TIME)**

Time	Monday August 5 Student Last Name	Tuesday August 6 Student Last Name	Wednesday August 7 Student Last Name	Thursday August 8 Student Last Name
8:00am - 9:00am	A – D			A – F
9:00am - 10:00am	E – H			G – M
10:00am – 11:00am	I – L			N – S
11:00am – 12:00pm	M – P			T – Z
12:00pm – 1:00pm	Q – T			
1:00pm – 2:00pm	U – Z			
3:00pm – 4:00pm		Any Student	Any Student	
4:00pm – 5:00pm		Any Student	Any Student	
5:00pm – 6:00pm		Any Student	Any Student	
6:00pm – 7:00pm		Any Student	Any Student	

**NEW STUDENT REGISTRATION WILL ONLY BE TAKEN ON  
AUGUST 8, 2019 8:00 AM – 12:00 PM - & DURING REGULAR BUSINESS HOURS AFTER  
THIS DATE**

**Doors close promptly at 2:00, 12:00 (noon) & 7:00 on specified days.**

Fees are \$160.00 plus a \$25.00 activity fee. Fees are due during Schedule Distribution.  
Everyone must pay the \$25.00 activity fee.

Cashiers will be available during Schedule Distribution, however, you may choose to pay before using one of the following methods.

#### **IN PERSON EARLY FEE PAYMENT**

**Dates: July 22 through July 25, 2019**

Textbook Center/Cashier's Office  
will be open **Monday – Thursday**  
**Time: 7:00 am to 5:00 pm**

Textbook/Cashier Center is located in the  
**G-Building**  
**Enter Door 1**

#### **ONLINE FEE PAYMENT**

Prior year fees can be paid online every day!

Additional fees for the 2019/2020 school year will  
be available online as of  
**July 19, 2019**

**Online Fee Payment:**

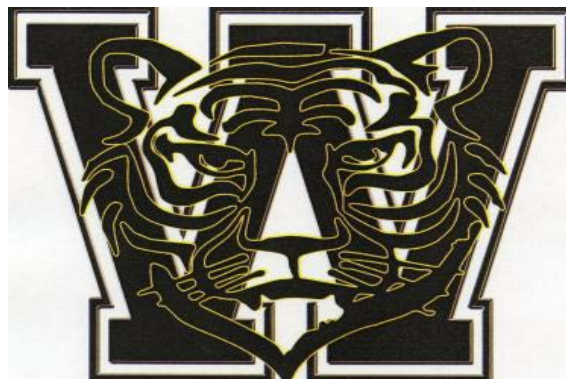
[www.jths.org](http://www.jths.org)

**choose Quicklinks & Student Fees**

The username = **student ID number**

The password = "**first initial and last name**"

**Example:** (Joe Smith - jsmith)



*For questions about the lunch waiver call (815) 727-5414*

Information concerning Free and Reduced meals, District 204 Waiver and Direct Certification will be mailed the week of **July 16<sup>th</sup>**. The Free and Reduced meal forms and the District Waiver form will be available **ONLINE** as of **July 19<sup>th</sup>**. To access the form, go to [www.jths.org](http://www.jths.org) choose **DEPARTMENTS** in the top row and choose **FOOD SERVICE**. Scroll down to middle of page and choose **FREE AND REDUCED MEAL APPLICATION**. If you have other questions concerning the free and reduced lunch applications and District Waiver, please call 815-727-5414.