

## 2017 New Holstein School District Summer School Registration:

Dear Parents/Guardians,

For the 2017 Summer School registration, we will be using our Skyward Student Information system again. This will be an on-line registration process for all students wishing to sign up for summer school. Directions below will get you started to sign up your child(ren).

### **Skyward Summer School Registration Directions:**

- Log into the New Holstein School Website
- Click on the Skyward logo at the **top right** of the page
- Please enter your family access **login and password** (if you need this information, please contact the Elementary/Middle School Office.
- Click on **Arena Scheduling** on the left column
- Select student by clicking on their **Summer School hyperlink** below their name
- Select a course by clicking the **“add”** symbol on the left of the course names.
- Once all desired courses have been selected for the hours, click the **submit classes** button
- Review class selection again and click on **Submit Schedule** to complete registration

Once you have completed the registration in **Skyward**, please fill out the half sheet on the last page of the course description book and return to New Holstein Elementary School. Your child will NOT be completely registered until all fees are turned in to the school.

\*\*\*For families that are not currently enrolled at New Holstein School district, you will need to contact the New Holstein Elementary School Office. (920) 898-4208. You will need to fill out a registration form to get family access login information to sign up for Summer School this year.\*\*\*

Please contact **Tanya Fenner** at (920) 898-4208, with any questions or concerns. Thank you!