



CHARLES CITY COMMUNITY SCHOOL DISTRICT

July 22, 2022

Dear Parents or Guardians:

Charles City Community School will be doing e-registration again this year for our registration process. Registration and payment of registration fees will be completed on-line without paying additional fees. **Please see the attached information about our e-registration process and on-line payment system SchoolPay.**

On-line e-registration starts on August 1st. We encourage ALL families to do e-registration for their students. Building registration for new families or for families that don't have internet access or a computer is planned for Tuesday, August 2nd from 9:00 a.m. to 7:00 p.m. at the Charles City Middle School. **If you are needing to come to building registration you will need to call first to set up a time to come in. This will help to ensure we don't have long wait times. Please call any of our District offices between the hours of 7:30 a.m. and 3:30 p.m. starting Monday, August 1st to set up a time to come in.**

Families that feel they may qualify for free or reduced meals can complete an "Iowa Eligibility Application" (which is included in this packet) to qualify for a student fee waiver form. Beginning August 1st applications will be taken at any of our District offices between 7:30 a.m. and 3:30 p.m. If you need to schedule another time to come in call any of the offices. Please have your forms completed prior to arriving.

If for some reason you are not planning on returning to Charles City Schools for the 2022-23 school year, please notify your building as soon as possible.

Questions concerning the e-registration process can be directed to 641-257-6510.

