

Instructions for Registration:

For the 2019/20 School Year at Manual High School

Registration Dates

- 8/6/19 - Freshmen (all magnet programs)
 - A - L 8:00-10:30 AM (A - L only)
 - M - Z 12:00-2:30 PM (M - Z only)
- 8/8/19 - Sophomores, Juniors, and Seniors (all magnet programs)
 - Seniors 8:00-9:45 AM (Seniors only)
 - Senior Parking Pass lottery draw table will be set up, instructions on Manual's website
 - Balfour will be on hand to take cap and gown orders
 - Juniors 10:00-NOON (Juniors only)
 - Sophomores 1:00-3:00 PM (Sophomores only)

Instructions

- All Registrations will take place at YPAS, in the Mainstage Building
 - Park at Manual and walk down 2nd Street to the YPAS Mainstage Building
- All fees must be paid through Parent Portal prior to the times listed above
 - Instructions for creating a Parent Portal account are on Manual's website
 - Fees will be posted on Parent Portal and ready for payment in mid-July
 - You must bring a receipt of your payment to registration
 - No schedule will be given until fees are paid

- Students who qualify for free and reduced-price meals may have some fees waived
 - Bring your approval letter
- Enter the YPAS Mainstage Building from 2nd Street
 - Follow the signs
 - There are five stops
- Your first stop is a table outside the Mainstage
 - Turn in student forms (available on the Manual website)
 - Turn in receipt of online fee payment
- Your second stop is your Registration table (alpha by last name) on the Mainstage
 - Pick up student schedule, student ID, and student agenda
- Your third stop is Manual's PTSA also on the Mainstage (payment via credit card, cash or check)
 - PTSA membership is \$10 for parents and students (optional, yet highly recommended)
 - Get involved with the PTSA (highly recommended)
- Your fourth stop is Athletics on the Loading Dock (payment via cash or check)
 - Crimson Card \$70 (optional) Gets *students* into home athletic games and dances (excluding tournaments and proms)
 - Ram Card \$65 (optional) Gets *parents* into home athletic games (excluding tournaments)
- Your last stop is the Mainstage Lobby (payments via cash or check)
 - Class sponsors
 - Add/Drop forms

- Parking Pass Lottery Draw applications (seniors only)
 - Instructions on Manual's website
- Balfour cap and gown orders (seniors only)
- Yearbooks \$65 (optional) with \$5 optional name plate available
- Manual Spirit Store (optional) Spirit wear will be available
- Exit to 2nd Street from the Mainstage Lobby