DEAR JICA PARENTS AND GUARDIANS,

It's time for yearly registration. The deadline is March 24th. In order to complete your registration, visit our website at https://www.jamesirwin.org/schools/jics/parents/yearly-registration.

ONLINE REGISTRATION:
1. Log into Infinite Campus using your parent portal
   a. Choose "More" then "Online Registration"
   b. If you need guidance, click on the "Returning Student Yearly Registration Document."
   Please note: New JICA families have already completed this step.

2. Print and complete the following paperwork:
   a. Fee Sheet
   b. Parent Commitment Sheet
   c. Confidential Health Form
   d. JICA Student Handbook & Uniform Policy
   Signature Page

3. Bring completed paperwork and fees to the JICA front office. You may also email your paperwork to Belinda Armstrong at belinda.armstrong@jamesirwin.org.

4. Pay your fees at the front office or online. To pay your fees online:
   a. Log into your Infinite Campus account
   b. Select Fees
   c. Click on the Make a Payment Link
   d. In the memo line, please put "2023-2024 Fees"
   e. Forward your receipt to Belinda Armstrong at belinda.armstrong@jamesirwin.org.

5. Bus Riders: Print and complete the paperwork. You may return to the office or email your completed form to ray.brining@jamesirwin.org.

QUESTIONS?
Please feel free to reach out to Belinda Armstrong at 719-302-9100 or belinda.armstrong@jamesirwin.org.

Registration ends March 24th