

# Athletic Online Registration & Payment: 2018/2019

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## Registration:

Parents should register their student for athletics online. **IMPORTANT:** If families want the Athletic Participation Fee to be included in a payment plan, they must select this fee when they initially register their student through Glenbard's online registration system.

## Payment:

Parents should pay their student's athletic fees online. Parents are highly encouraged to pay these fees in full when they register their student. If you are paying the athletic fee via a payment plan, your account must be current in order for your student to participate.

## Payment Due Dates:

Payments must be made 'in full' or if you are on a payment plan, your payments must be current and up to date by dates listed below.

Fall Season: September 14, 2018

Winter Season: December 14, 2018

Spring Season: April 5, 2019

## Communications:

- **Orientation:** Athletic coaches will present online registration & payment instructions at their orientation sessions. They will also provide information regarding financial support programs for families.
- **Warning notice:** 2 weeks prior to the payment due date, District office will email notice to all parents/guardians that have not either paid athletic fee in full or are not current on their payment plan. The email will advise that their student will no longer be able to participate in sport if they have not met condition above. The email will also provide instructions regarding how to make a payment online. A list of these students will also be provided to the APA for them to provide to coaches.
- **Ineligible list:** A list of paid and unpaid students is available in PowerSchool through the Athletic Summary Report which also lists other eligibility requirements such as grades, physicals and agreements. If a student athlete is ineligible for a particular season that student will remain ineligible until fees are paid in full or paid timely if student is on a payment plan.
- **Refunds:** If a student signs up for a sport at the beginning of the year and does not make team, they will be entitled to a refund. Refunds will be processed only if that student is not registered for a future sport season in 2018/2019.

## Financial Support:

- **Waiver of Fees:** Students that have been approved for fee waiver will automatically have their fees removed from their account. Families that qualify are encouraged to apply.
- **PEP Grants:** Students may qualify for PEP grants. Families are encouraged to apply to receive financial support to pay a portion of their fees. Buildings must follow PEP process and act timely to ensure PEP grants are approved and process prior to Warning notice delivery.