

Dear Parents:

Congratulations on another successful school year! We hope the following information will be helpful as you make your summer plans.

Summer office hours will be 7:30 a.m. to 2:30 p.m., with the office closed on July 4th and July 24th. The Finance Office will be open through June 26th, with the exception of Fridays, and open each Monday in July for your convenience. Sophomore Day will be held Monday, August 18th and school begins Tuesday, August 19th.

You will receive a letter with fee payment options and form information the first week in August. We will be open August 11th, 12th and 13th to accept payment for fees. On-line fee payment will be available beginning August 4th. Registration forms (health/computer) must be completed online.

A counselor will be available each Monday throughout June to assist you. **Beginning August 5th through August 13th all of the counselors will be back in the office and will be available for new student registration and class changes.** *Appointments must be scheduled using the appointment scheduler located on the school website <http://pghs.alpineschools.org/counseling> beginning August 4th. Please note that it is only necessary to have an appointment for class changes, new students are always welcome.*

Beginning August 5th, if a class change is needed, the cost is \$5 due at the time the change is being made. Class changes must be completed by August 13th. **PLEASE NOTE:** Most classes are full, which make class changes difficult. Also, due to a few recent changes in the Master Schedule, your student may *not* have a teacher originally requested during the registration process. ***You can view/print your student's schedule for the 2014-15 school year on your SKYWARD account. If you have forgotten your login and password, we cannot give it to you over the telephone. Please come into the office, in person, to receive it.***

Lifetouch will be the schools contract photographer for the 2014-15 school year. Senior portraits will be taken at the school July 14-16. All seniors will be notified with their appointment time. Please call 801-566-7700 if you have any questions.

If you have other questions, please feel free to call the school at 801-610-8170 during office hours. You may reach the Counseling Office each Monday in June or beginning August 5th at 801-610-8171.