

All students enrolled at AHS for the 2014-2015 school year will submit the required registration forms online via AERIES. No required forms will be mailed to students and no required forms will be available on the AHS website. The entire process for collecting the required information will be done online with your AERIES login.

**Registration for 2014-2015 Starting July 1st:** All parents must go to Aeries and follow the Registration Quick Guide. There is a support link at the bottom of the Aeries login webpage. If you need to create an account or forgot your password, use the links below the login fields. Parents, please complete all information accurately and completely, as it is important to safeguard students in the event of an emergency.

Click here for [Registration Instructions 14-15](#)  
[Click here for instructions for Families who are Re-Registering](#)

Students MUST still attend their appointed registration day and time in order to turn in any optional forms; pay for and collect locks, P.E. clothes, parking passes, etc.; get picture taken for the yearbook and ID card; collect ID card; and collect class schedules. Please be aware that the [school webstore](#) is now open if you wish to purchase items ahead of time.

**NO CLASS SCHEDULES WILL BE GIVEN TO STUDENTS WHO DO NOT COMPLETE THE REQUIRED FORMS ONLINE VIA AERIES.**

**Registration for the 2014-2015 school year will be as follows:**

Wednesday, August 13  
Thursday, August 14  
Friday, August 15  
August 20

Freshmen

8:30 a.m. A - G  
10:00 a.m. H - M  
The closes at 10:45 a.m.

Freshmen

12:30 a.m. N - Z  
The Closes @ 1:15 p.m.

Juniors

8:30 a.m. A - G  
9:15 a.m. H - M  
10:00 a.m. N - Z

the Closes @ 10:45 p.m.

Sophmores

12:30 p.m. A - G  
1:15 p.m. H - M  
2:00 p.m. N - Z

the Closes at 2:30 p.m.

Seniors

8:30 a.m. A - G  
9:15 a.m. H - M  
10:00 a.m. N - Z

the Closes @ 10:00 School  
Late Registration

7:00 a.m.-10:00 a.m.

Cafeteria Area

**Wednesday, August 20**

**First Day Special Bell Schedule**

m. Link **Crew Freshmen Orientation Program in Gym**

STUDENTS	OTHER THAN FRESHMEN
10:15 - 10:44 Period 0	1:16 - 1:45 Period 4

10:50 - 11:19 Period 1	1:51 - 2:19 Period 5
11:25 - 11:54 Period 2	2:26 - 2:55 Period 6
12:00 - 12:34 Period 3	2:55 Dismissal
12:34 - 1:10 Lunch	3:00 - 5:30 Period 7

**If you are unable to attend your scheduled day, you will not be able to register until the first day of school (Wednesday, August 20). We encourage parents to schedule summer plans accordingly so that your student can have a smooth beginning to the 2014- 2015 school year.**

No student will receive a schedule until the entire registration process has been completed by the student

. No parent or friend may register for a student or pick up a schedule. Also, all discipline hours MUST be completed, as well as all fees and fines paid, prior to being able to register.

**Schedule Changes:**

Counselors will not be available for schedule changes during registration. Instead, you may fill out a schedule change request form on the day of your registration and the Counseling Office will process it accordingly. Students may view and print their revised schedules on Aeries beginning Monday, August 18th.



**Begin Registration above the half circle. Click here for the [School Map](#) .**

Please allow a minimum of 1 hour to complete Registration; do not arrive at the last minute!

**To begin Registration, please visit [Aeries](#) .**

You will be entering information directly into the system. You will also find access to the forms you will need to print and bring to your designated Registration time.

**Special note for Mac users:** Some of the forms are fillable PDFs. Please do not use Safari or Preview to complete these forms. They may appear to open, but they will not work properly. Be sure to use Adobe Reader instead.



Please note: **Adobe Reader 7.0 or above is required** on the forms. Click on the logo if you

## Useful Links

1. [AHS Webstore](#)
2. [LVUSD Bus Informaiton](#)
  
3. [PFC Information](#)
4. [Where to Go Directory](#)
5. [Cafeteria & Nutrition Informatio n](#)
6. [Introduction to Agoura High School: Information for students and parents of all grades who are new to our school](#)

## Calendars & Schedules

1. [Fall 2014 Bell/Block Schedule](#) (PDF download)
2. [LVUSD 2014-2015 Calendar](#)

## Frequently Asked Questions

### **Q: What is Registration?**

Registration is the term used to describe all activities leading up to and associated with the start of school. Parents will visit Aeries to begin the Registration process. At AHS, in-person Registration is held over a 2 day period in August (prior to the first day of school) when all completed and signed forms are turned in, school ID photos are taken, student class schedules are distributed, and other student and parent activities take place which are necessary to ensure a smooth start to the school year. All students, including newly enrolled students, students on permits, and all returning students, are expected to participate in Registration activities. **Q: Should I complete all forms before coming to Registration?**

A: Absolutely. The line moves very quickly and students should have all forms filled out and signed, and all checks completed, signed, and ready to hand in before they get in line. **NEW THIS YEAR:** Students will need to present proof of completed online Aeries registration in addition to any other documents.

### **Q: Can I come earlier or later than my designated Registration time?**

A: No, you must come at your designated day and time. If you cannot come on your designated day, you must come at 7:00 a.m. on the first day of school (Wednesday, August 20). Late registration will take place in the Cafeteria area. **Q: Is the picture during Registration just for the Student ID card?**

A: No, unless the student is a senior, his/her school pictures (yearbook photo) will be taken at Registration. Seniors have already had their yearbook pictures taken by Peloso Photography. Please contact them at (805) 496-7394 if you have any questions. All seniors will have to have their picture taken for their ID cards at Registration.

**Q: Can a student change his/her schedule?**

A: Students may request a schedule change for the following reasons only:

1. Student had the same teacher prior to the new school year and received a D or F grade.
2. Course was passed/failed or dropped in Summer School and this necessitates a change.
3. A computer error in the schedule or a class is missing in the student's schedule.
4. Non-qualification for the course requested due to grade or prerequisite.
5. Athletes who want to enter Sports P.E. (The coach's signature and department chair signature are required in order to make the change.)
6. ROP adjustments.
7. Level Change - i.e. Honor/AP classes to college prep or Algebra I to three semester.

Note: change of level is subject to availability. Requests to drop a level in academic subjects will be considered on a case by case basis.

8. Period Release - must be submitted with an additional "Period Release" form--for Seniors only.

**Q: Will counselors be available to talk to me at Registration?**

A: No, counselors will not be available during Registration. If you require a schedule change, you may fill out a schedule change request form on the day of your registration and the Counseling Office will process it accordingly. Students may pick up revised schedules on Tuesday, August 19 beginning at 8:00 a.m. in Room A-1. See the table above for times.

**Q: Can someone else register for my student if we are going to be out of town?**

A: Unfortunately, no. Should your student not be able to attend his/her assigned registration day, he/she should plan to arrive on the first day of school at 7:00 a.m. to complete the registration process. No student will receive a schedule until the entire registration process has been completed by the student

**Q: Do all students need to buy an ASB card?**

A: No, however, students who have an ASB card are admitted to many school events at a discounted price. Students with ASB also receive a discount on the yearbook and parking.

**Q: Can I pay for my items ahead of time?**

A. In many cases, yes. The school webstore is now open. All items on the Activities/Athletic Center barcode form may be purchased through the webstore with a credit card and picked up at Registration. The AHS student planner must be paid for at Registration.

The Charger Club (athletic booster club) has a website where you may pre-order items.

**Q: Do I need to buy new P.E. clothes if my student still has clothes from last year?**

A: No. If your student already has P.E. clothes that fit, you do not need to buy new ones. Students taking Dance P.E. will be able to purchase a Dance P.E. shirt once school starts, and will not need to buy regular P.E. clothes.

**Q: Everything about high school is very confusing. How can I find out more about how things work at Agoura High School?**

A: The school has created a presentation to provide you with an overview of important information. It is available as a [PDF download](#) . You should also try to come to the PFC meetings, which are generally held on the second Wednesday of the month. Visit the PFC section of the website for more information.

**Q: I am new to the district, and am not enrolled in any district school, so I do not have an Aeries account. What should I do?**

A: New students living in our area who did not register in June and want to attend Agoura High School must first visit the school Registrar, Judy Berke. Call her at (818) 889-1262 ext. 243 to make a registration appointment. ***There are no walk-in registration appointments.*** She will be in her office beginning August 4, 2014. Once your student is enrolled at Agoura High School, you may complete the online eRegistration process through Aeries.

**Q: What if I have a question that is not answered here?**

A: You may contact the school registrar for questions regarding school forms, any PFC board member for questions about the PFC and its activities, or the person listed as the contact on the club form for questions regarding a specific club. If you are not sure who you should ask, contact the PFC, and they will point you in the right direction. Email is usually the best way to get in touch. You can reach President Debbie Lopez at [deborahlopez@yahoo.com](mailto:deborahlopez@yahoo.com) or President Liz Cangelosi at [lizcangelosi@yahoo.com](mailto:lizcangelosi@yahoo.com)

**Q: Since we are doing eRegistration, does that mean I do not have to bring any paperwork to my designated Registration day?**

A: ***No. At a minimum, all students must bring two papers to the at-school Registration day*** :

1. The confirmation email you will receive from Aeries. It does not have the school name on it, and includes the words "DATA CONFIRMATION RECEIPT" in the beginning of the message (not in the subject line, but in the message itself), and
2. Registration Check-Off List. You will print this document during the eRegistration process. It contains a list of all the documents that may apply to you.

**Q: I cannot remember my Aeries Verification Code/I never had an Aeries Login. What do I do?**

A: Email [eregistration@lvusd.org](mailto:eregistration@lvusd.org) . You must provide the student's first and last name, birthdate, school name, grade entering, student ID number and contact phone number.

**Q: I cannot remember my Aeries password. What do I do?**

A: Click the Forgot Password link on the Aeries login screen at <http://parent.lvusd.org> and follow the prompts.

**Q: I thought I was supposed to see yellow text above the calendar saying "Click here to begin the data confirmation process." I am logged in to Aeries, but I don't see this message. What should I do?**

A: There are two reasons why you might not see this message. You will not see it if you have

already completed the data confirmation process, however, you will also not see it if you are logged in to a student account. eRegistration through Aries must be done **by the parent using a parent account linked to a parent contact email**

There are important District documents that have to be read and electronically signed by the parent.

To check whether you are logged in as a parent or student, log in and look at the gray menu bar at the very top of your web browser. If it says Aeries.net Parent Portal, you are logged in as a parent. If it says Aeries.net Student Portal, you must log out, and log in to a parent account to complete the eRegistration process.

**Q: My student cannot get on to register. He says it doesn't work for Mac computers, only PCs. Is this true?**

A: No, but your student should not be going on to register. eRegistration through Aries must be done **by the parent using a parent account linked to a parent contact email**. There are important District documents that have to be read and electronically signed by the parent.

*If you are using a Mac computer, you will not be able to view and complete the required documents properly online using Safari and/or Preview. If you do not already have the free Adobe Reader application, you should download it from the link on this page. On a Mac, we recommend using Firefox to complete eRegistration. If you use Safari, when viewing the documents, you should right-click (or control-click if you don't have the right-click option) on the link and choose Download Linked File, then open them with Adobe Reader.*

**Q: I am clicking on the links to view the required documents, but nothing is happening. What is wrong?**

A: *Whether you are using a Mac or a Windows computer, you must turn off any pop up blockers before you begin. The documents open in a new window, so if pop up blockers are on, you will not see them. For instructions on how to turn off pop up blockers, consult the Help menu in your web browser.*

**Q: I will be out of town during my student's scheduled Registration date. Can he/she come another day/time?**

A: The student will have to attend late Registration, on Wednesday, August 20, 2014, from 7 - 10 a.m. **Q: Can someone other than the student complete any portion of the in person Registration procedure?**

A: NO. There are NO exceptions to this rule. Neither parents, siblings, nor friends will be allowed to pick up schedules or obtain ID cards for students not present. **Q: I am a senior and I have not received any information regarding my senior portrait and yearbook photo. What do I do?**

A: Contact Peloso Photography at 805-496-7394 to schedule your sitting. They are open Tuesday through Saturday 9 a.m. to 5 p.m. **Q: Does my student need to purchase an ASB card?**

A: No, however students who have an ASB card are admitted to many school events for free or at a discounted price. Students with ASB cards also receive a discount on the yearbook and parking permits. **Q: Can I pay for items using my credit card?**

A: Yes, go to the [AHS Webstore](#) and you can purchase any of the items available on the Barcode form. The Webstore is now open. You will need to bring your receipt to Registration as

proof of purchase for any items you will be picking up.

**Q: I**

**have a senior student. Do I have to pay for Senior Week, the Disneyland trip, Cap & Gown, and additional Graduation Tickets at Registration?**

A: No, you may pay for these during the school year. Deadlines will be announced through the Student Bulletin. However, if you pay for everything now, you won't have to worry about missed deadlines! **Q: There are inaccuracies on my student's Aeries demographic page. How do I correct them?**

A: Please don't worry about it. Remember, you are NOT supposed to be reviewing data on the demographics page. You are supposed to be on the Data Confirmation screens. The demographics page has not been updated. Therefore, if your student completed Algebra 1 in middle school, the demographics page shows it as "requirement not met." Also, CAHSEE (exit exam) results have not been updated. Please work only on the Data Confirmation screens. **Q: I have two or more students in LVUSD. How do I link them or have the data for one transported to the other?**

A: Click **Change Student** on the right side of the menu toolbar. In the dropdown menu that appears, you will see your other student's name. If it is not there, you will have the option to add a new student to your account. Contact data will not be automatically transported from one student to another. You can also go into Aeries at any time during the school year to update or change information.

**Q: What should I list under the Contacts tab? It is blank.**

A: When you first see the Contacts tab, you must click the ADD button to add your first contact. You should list all parents/guardians first, and then add any other relatives and friends you use for emergency contacts. You must also add your child's doctor.

When entering contact data, please distinguish between the kinds of contacts by using the **Relationship**

dropdown link. You can designate people as parents, siblings, other relatives, physicians, emergency contacts, and every other relationship you could imagine. Note: When listing contacts, unless they need to receive mail from the school, the only information required is the person's name and phone number(s).

**Q: When entering contacts, the first entry asks for "Name." Whose name goes in this box, the student's? It is confusing because right under that they ask for a "Last Name" and then a "First Name."**

A: You only need to enter the name of the contact under **Last Name** and **First Name**. The **Name**

field at the top of the list is for you to use only if you wish this contact to receive mailings from the school. In this case, write the name as you would like it to appear on the envelope. For example, if you would like Mary Smith to receive mailings from the school, you would write "Mary Smith" in the

**Name**

field, "Smith" in the

**Last Name**

field, and "Mary" in the

**First Name**

field.

**Q: How long will it take me to complete eRegistration?**



A: It depends on how many contacts you need to add, how fast you read, and how many non-required documents you will be filling out. We estimate that most people will complete the process in less than 30 minutes. **Q: Do I need to complete eRegistration all in one sitting?**

A: No. You may enter and confirm data in multiple sessions. However, depending on which parts you have completed, after the first session you may not automatically have the link to Data Confirmation when the Aeries portal opens. If this happens, you must select **Data Confirmation** from the

**Student Info**

menu item in the top left section of the toolbar above the calendar. This will take you back to the eRegistration section.

**Q: Can I add additional data or change information throughout the school year?**

A: Yes. In fact, it is vital that you update the data whenever there is a change in phone numbers, addresses, contacts, student's medical requirements etc. However, you will not automatically have the link to Data Confirmation when the Aeries portal opens. You must select **Data Confirmation** from the **Student Info** menu item in the top left section of the toolbar above the calendar.