

## Port Perry High School - Guidance Department

*Ex Obscuritate ad Lucem*

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### New Student Registration

**(high school students transferring to Port Perry High School)**

Thank you for your interest in attending Port Perry High School. Once the school receives your registration, you will be contacted to set up a registration appointment. Please carefully review the registration process below.

**Situation 1: You are NOT currently enrolled in a DDSB high school**

Please start the registration process by visiting the DDSB website and completing an online registration:  
<https://www.ddsb.ca/en/our-schools/register-for-school.aspx>.

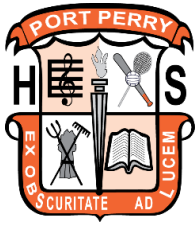
**Situation 2: You are currently attending another DDSB high school**

Contact your current Guidance department to inform them you are applying to Port Perry High School and request that your student verification form, status sheet, and attendance record be forwarded to our Guidance Secretary.

Once our Guidance department receives your registration, you will be contacted to schedule a registration appointment. For your registration appointment, you must bring the following documents in order to complete your registration.

1. Copy of most recent report card
2. Individual Education Plan (IEP), if applicable
3. Attendance record (if not already forwarded by previous school)
4. Your Student Status Sheet (credit counselling report, if new to DDSB)
5. Copy of results of Ontario Secondary Student Literacy Test (OSSLT), if applicable
6. Copy of Community Involvement Hours earned to date
7. Proof of Identity: Student's birth certificate, passport, permanent resident card or landed immigrant documents (original document)
8. Proof of Residency: Mortgage/lease agreement or original copy of a current utility bill (water, hydro, gas/oil) listing one of the custodial parents as the account holder. Ministry guidelines require proof of address to come from one of these listed accounts (no drivers licence, pay stub, etc).
9. Immunization record (if new to DDSB)
10. Out of Area application, if applicable
11. Custody documents, if applicable

Students under the age of 18 years must be accompanied by a parent/guardian to the registration appointment. A reminder that in order to complete your registration, all required documentation must be brought to your registration appointment.



## Port Perry High School - Guidance Department

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### New Student Registration

**(grade 8 students not currently attending a Port Perry feeder school)**

Thank you for your interest in attending Port Perry High School. The registration process begins by completing an online registration: <https://www.ddsb.ca/en/our-schools/register-for-school.aspx>.

Once our Guidance department receives your online registration, you will be contacted to schedule a registration appointment. For your registration appointment, you must bring the following documents in order to complete your registration.

1. A copy of the student's most recent report card
2. Individual Education Plan (IEP), if applicable
3. Student's birth certificate, passport, permanent resident card or landed immigrant documents (original document)
4. Proof of Residency. Mortgage/lease agreement or original copy current utility bill (water, hydro, gas/oil) listing one of the custodial parents as the account holder. Ministry guidelines require proof of address to come from one of these listed accounts (no drivers licence, pay stub, etc.)
5. Immunization record (if new to DDSB)
6. Custody documents, if applicable

### Registration Appointments

Registration appointments for grade 8 students not enrolled in one of our feeder schools are held in mid-February. As long as you have completed your online registration, our Guidance department will contact you in early February to schedule your appointment. A parent/legal guardian must attend the appointment with the student. Please remember that your registration cannot be completed unless all of the required documents are brought to your appointment. Those registering after the February appointments will be scheduled for a course selection appointment the week prior to the start of the school year.

Please contact our Guidance Secretary at [april.winter@ddsb.ca](mailto:april.winter@ddsb.ca) if you require assistance.