

# School District of Ashland

ERIK OLSON, *Superintendent*  
BONNIE L. STEGMANN, *Business Manager*

HEIDI S. STRICKER, *Director of Curriculum / Instruction*  
AMANDA J. POPOVICH, *Director of Pupil Services*

## Welcome to the School District of Ashland

The School District of Ashland offers a variety of programs and learning opportunities to support each student's individual talents and interests. The overview below can guide you through the registration process.

**Please Note:** The procedure to register your student may take 1-3 school days to complete. Students may be able to start the following school day if the registration procedures are completed before noon. Please keep this in mind as you are making arrangements to register your student.

Registration takes place, by appointment, at the Administration Building located at 2000 Beaser Avenue / (715) 682-7080. Office hours are Monday through Friday from 7:30 AM until 4:00 PM.

---

### Step 1 - Contact the Administration Building (District Office) - (715) 682-7080

- Inquire about registering your student
- Make a registration appointment
- Answer questions.

---

### Step 2 - Bring the following paperwork to your appointment at the Administration Building:

- Proof of residency in the School District of Ashland boundaries  
(ie: rent agreement, home purchase agreement, utility bill, etc. {**legal document** with home address on it})
- Photo ID of parent and/or guardian
- Student(s) birth certificate (copy or original)

---

### Step 3 - Complete the registration forms during your registration appointment at the Administration Building - 2000 Beaser Avenue.

After completion of enrollment paperwork, District Office personnel will:

- Determine the student's start date: \_\_\_\_\_
- Determine the student's school location based on their home address
- Provide information regarding the School District of Ashland (Skyward Family Access, Lake Shore Buses, Charter Schools, District contacts and school year calendar)
- Enter student and family data into the Skyward Student Records system
- E-mail building secretary with information of the new student
- Request the students' records from their previous school

---

### Step 4 - Student's school building secretary and/or principal contact:

- All students are assigned to a general education classroom (students with an Individualized Education Plan (IEP) will be reviewed after we receive information from the previous school)
- After registration is complete, High School students will need to make an appointment with a guidance counselor to create a schedule
- Students will receive their class schedule from the school's office on their first day of school
- School specific forms and documents
- Student immunization/health records
- Answer specific school building questions
- Confirm students start date

**We hope that you and your child will have an outstanding and successful experience at the School District of Ashland!**

*The School District of Ashland does not discriminate on the basis of race, color, national origin, sex, disability or age in admission, treatment, or access to any of its programs or activities.*

**DISTRICT OFFICE • 2000 BEASER AVENUE • ASHLAND, WISCONSIN 54806 • 715-682-7080 • FAX: 715-682-7097**