



Rochelle Township High School

Phone (815) 562-4161 www.rthsd212.org FAX (815) 562-6693

Registration 2025 – 2026

Dear Parent/ Guardian and RTHS Student

Welcome to **Rochelle Township High School**! We hope the following information will help make your 2025-2026 registration for the upcoming school year as easy as possible. Please watch for updated information on Facebook, email, and our RTHS website.

Skyward:

- Skyward is used as a means of communication between RTHS and you. Student registration, attendance, schedules, grades and other important information is available on the Skyward parent portal. Parents, guardians, and students will each have their own separate Skyward accounts.
- The Skyward parent portal is at skyward.rthsd212.org
- Incoming 9th-grade students will set up their Skyward account during Freshman Orientation August 6th and 7th.
- If you have any questions please email Will Wise, IT Director at wwise@rthsd212.org

Important Dates

- Wednesday, June 19th: RTHS is closed in observance of Juneteenth.
- Tuesday, June 24: Main Office open 7:30 am – 6:00 pm for registration assistance.
- Thursday, June 26: Registration due by 1 pm.
- Thursday, July 3 and Friday, July 4: RTHS closed.
- July 14-July 25: School closed to the public.
- Monday, July 28: Main Office open to the public at 7:30 am.

Summer Office Hours:

- Monday-Thursday 7:30 am – 1:00 pm.

Registration:

- All registration will be done online for incoming and current students. If you do not have access to a computer or Internet, you can complete the online registration application by coming into the Main Office at RTHS during normal business hours or during the evening sessions. **Registration is due Thursday, June 26, 2025.**
 - **Proof of Residency** must be uploaded in Skyward, emailed to registration@rthsd212.org, delivered **OR** mailed to RTHS at 1401 E Flagg Rd, Rochelle, IL 61068 **in order for registration to be complete.**
 - **9th grade and new students** need a **current physical on an Illinois Department of Public Health (IDPH) form, proof of immunizations, birth certificate, and dental exam**—emailed to the school nurse at alawrenz@rthsd212.org, delivered to health office/main office, **OR** mailed to RTHS at 1401 E Flagg Rd, Rochelle, IL 61068 in order for registration to be complete. See: [Health Office – RTHS Website](#).
 - **12th grade students** need **proof of a Meningitis immunization booster** turned into the health office.
- **Schedules for students who have not COMPLETED registration by Thursday, July 10, 2025 will be deleted.** This may result in your student not being able to re-enroll in the classes they wish to take, so please *complete registration on time.*
- Payment **does not** need to accompany the registration. Making a payment on PushCoin **does not** mean the student is registered and **does not** keep the student schedule from being deleted.
- **Class schedules** will be available online during the first week of August for all students who have completed registration.

Payment:

- The **discounted registration and technology fee** for students who have their registration documents completed by Thursday, June 26, will be \$150.
The regular registration and technology fee of \$175 will be charged to each student who has not completed the registration documents before Monday, June 30 .

- Log into your PushCoin account to pay for registration online or to set up a payment plan. Payments can be made online through PushCoin with an e-check (free) or credit card (2.79% + \$0.28). Payment plans can also be scheduled through PushCoin. Any fees on your PushCoin account can be paid on PushCoin. **Please note that if there is an outstanding debt, payments are applied to the oldest debt first.** For more information regarding PushCoin, please refer to the RTHS website <http://www.rthsd212.org/pushcoin>
- **Free/Reduced Lunch:** Forms can be found in the Main Office at RTHS. **Applying for free and reduced lunch is a separate process from registration.**

Athletic Participation:

- Fall Sports are scheduled to begin on Monday, August 11th. Information regarding practice times will be posted to our website and both the RTHS and RTHS Athletic Facebook pages as it becomes available.
- Sign-ups for Fall Sports will start Monday, June 2th. All RTHS Athletes are asked to register for sports online using our new webpage. <https://rochelletownshiphs.8to18.com/accounts/login>. Each parent will need to create an account for their athlete(s). Instructions for completing the online registration process can be found on our website, <https://www.rochelleschools.org/o/rths>, under Athletics, titled Snap Mobile Registration Instructions.
- This registration will need to be completed prior to starting any sport, all waivers can be signed and submitted online. Students will also need a current sports physical on file. Freshmen may use their 9th grade school exam for athletic participation. The sports physical may be uploaded to your Snap Account or dropped off in the Athletic Office. Please contact your medical provider to schedule a physical this summer so you will be ready when your season begins.



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