

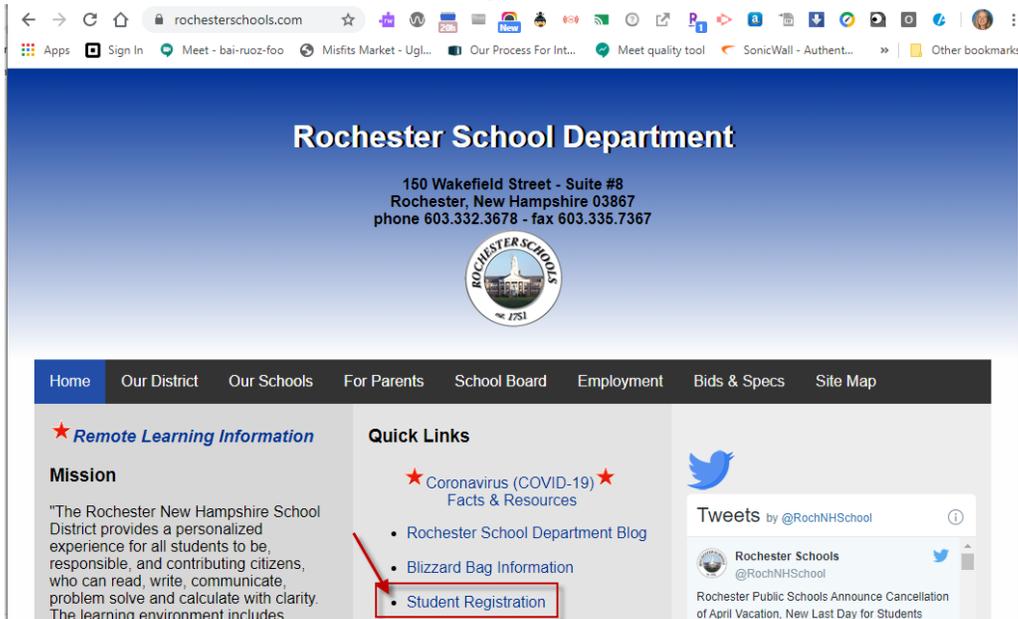
How to Download a Student Registration Packet Using a Computer

Using the Chrome Browser

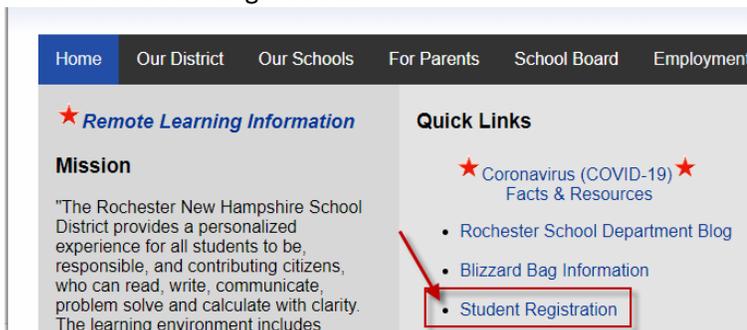
You need Adobe Reader on your computer to fill out the Student Registration Packet.

If Adobe Reader is not installed on your computer, [Download Adobe Reader here](#).

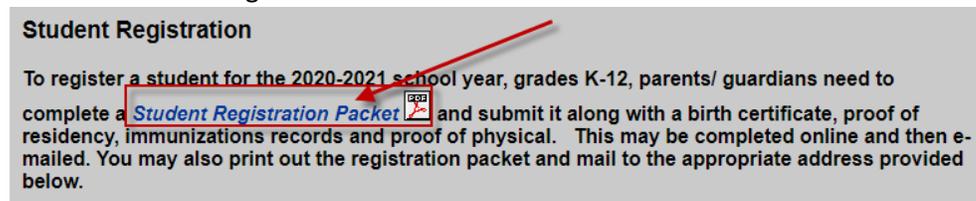
1. Go to www.rochesterschools.com Using the Chrome Browser



2. Click on "Student Registration"



3. Click on "Student Registration Packet".



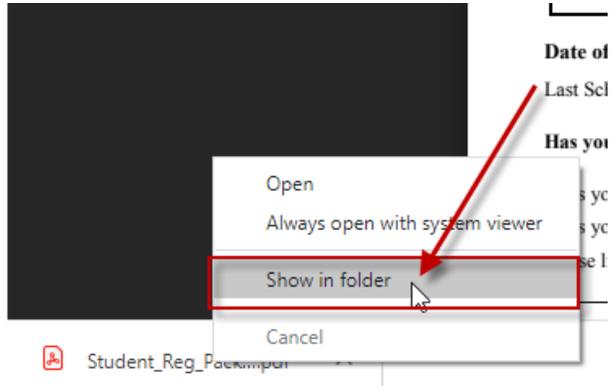
4. The Student Registration Packet will download to your computer. In the Chrome browser, you will see the file in the lower left of your screen.



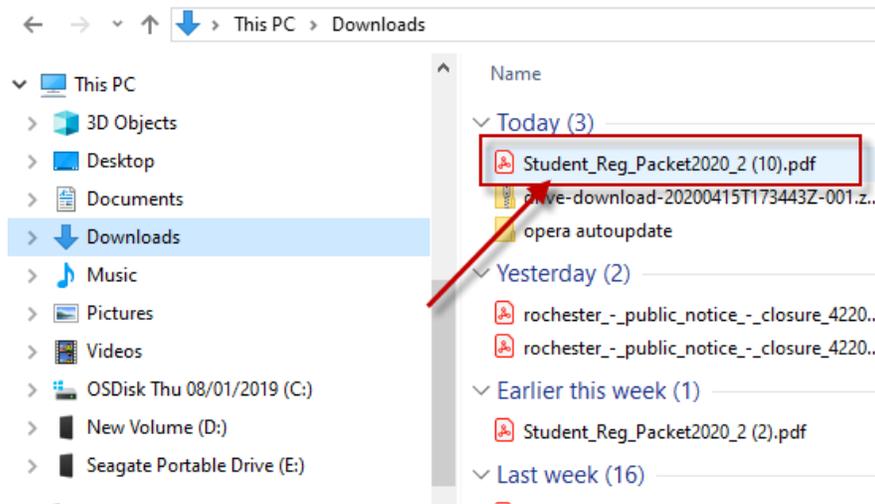
5. **Right** click on the downloaded file in the bottom left of your screen.



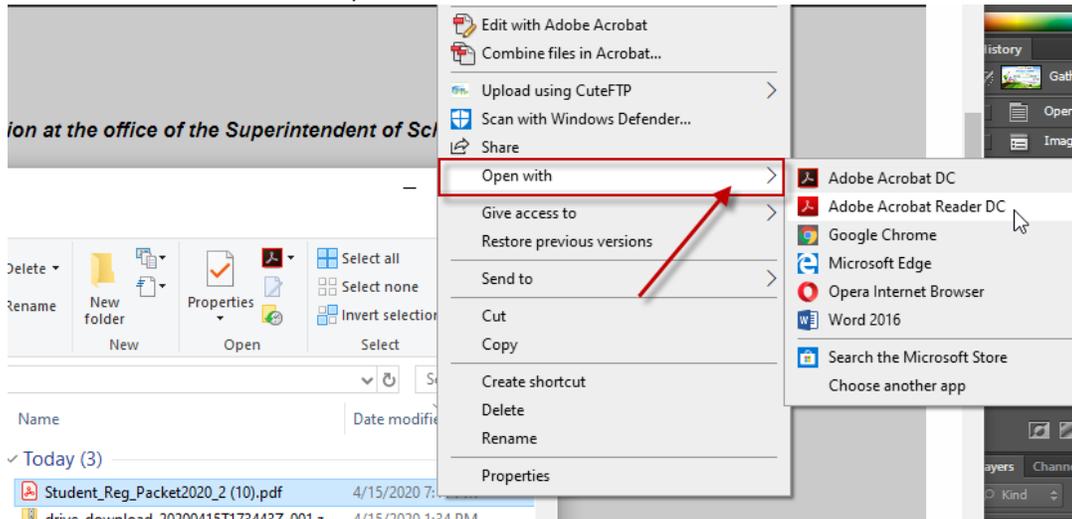
6. In the pop-up window click on "Show in Folder".



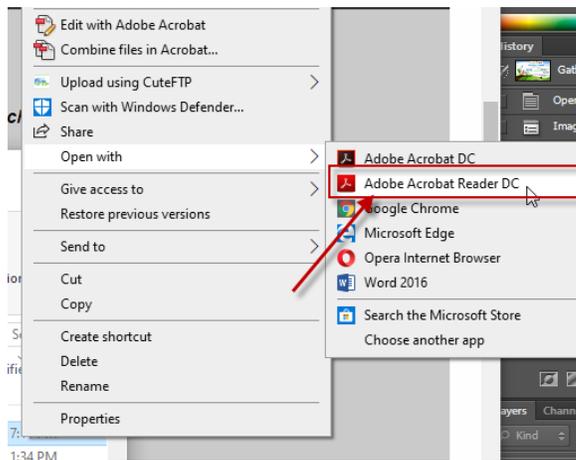
7. **Right** Click on the Student_Reg_Packet2020.pdf file.



8. Click on the arrow next to "Open with".



9. Choose Adobe Acrobat Reader.



10. The Student Registration form will open up in Adobe Reader where you can type in the student information.

Rochester School Department – Student Registration Form

Pupil Information:
Name: _____
(Last) (First) (Middle)
M/F _____ Date of Birth _____ City/State of Birth _____
Street Address _____ City _____ State _____ ZIP _____
Home Phone _____ Cell _____
Mailing Address (if different from above) _____

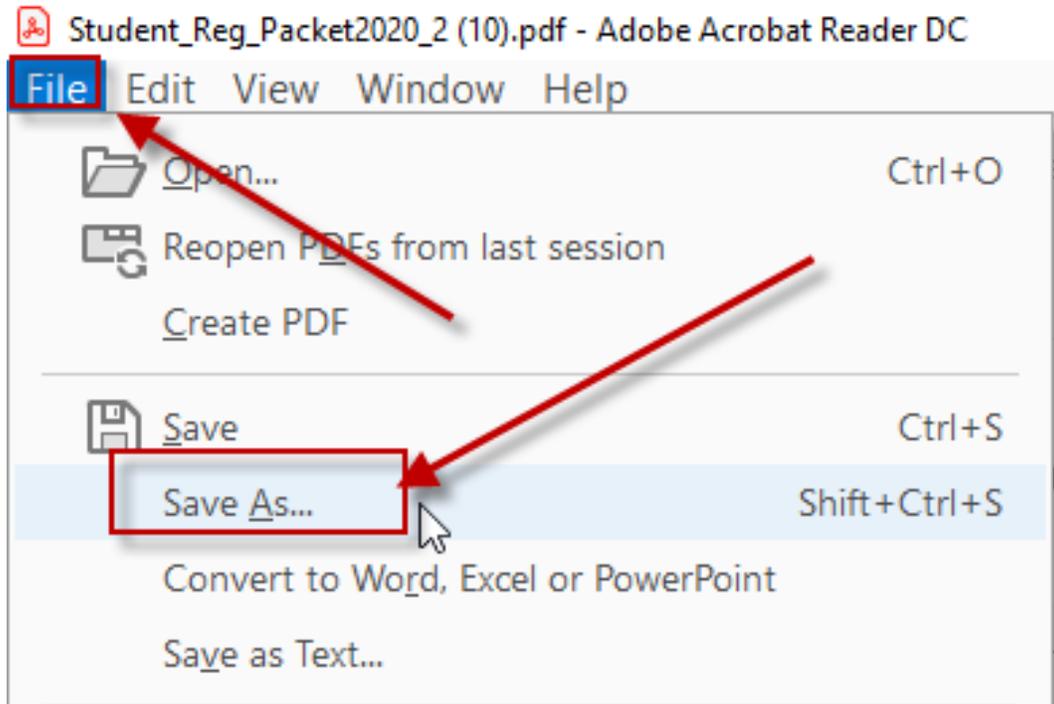
Ethnicity: Is your child Hispanic/Latino? Yes No
Race: (check all that apply)
 American Indian/Alaskan Native
 Asian
 Black/African American
 Native Hawaiian/Other Pacific Islander
 White

Student resides with (check one):
 Both Parents Mother Father Legal Guardian
 Joint Shared Custody Foster Parent Other

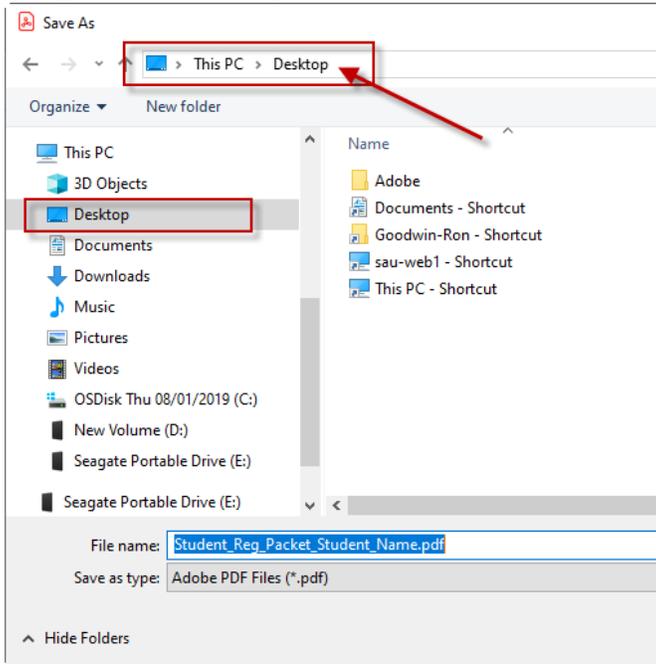
Do you have any court orders? If yes, a complete original copy of any legal documents/court orders must be presented (i.e. divorce decree/parenting plan pertinent to custody & registration for school, custody, restraining order, etc.)

Date of Withdrawal: _____ Grade now entering: _____
Last School Attended: _____ Grade: _____
(School) (City) (State)
Has your child ever registered or been evaluated by Rochester Public Schools before? If yes, when, or how long ago?
Does your child receive Special Services now? If yes, check all that apply: IEP 504 Other
Does your child have health issues? Yes No

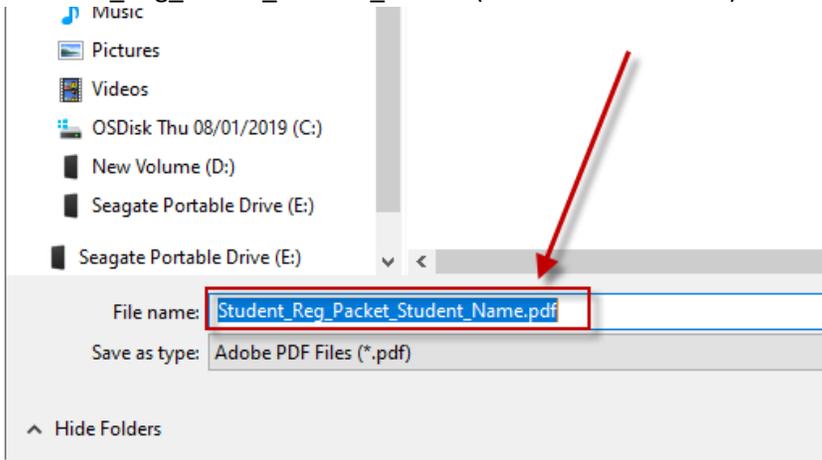
11. After you have completed the registration packet, save it to your computer. Choose file then “Save As...”



12. Navigate to the folder you want to save the form in. Here the file is being saved to the Desktop.



13. Change the name of the file so it includes the student's name. For example, "Student_Reg_Packet_Student_Name" (Your student's name)



14. Next you can either print out the packet and send it in the US mail to the address to the appropriate address or create an email and attach the file to the email. Remember to include the other required documents, a birth certificate, proof of residency, immunizations records and proof of physical.

Completed registration documents can be mailed to:

Elementary, grades K-5

Rochester School Department
Student Registration
150 Wakefield Street, Suite 8
Rochester, NH 03867

Or e-mailed to:

student.registration@sau54.org

Rochester Middle School, grades 6-8

Rochester Middle School
Guidance Department
47 Brock Street
Rochester, NH 03867

Or e-mailed to:

rms.student.registration@sau54.org

Spaulding High School, grades 9-12

Spaulding High School
Guidance Department
130 Wakefield Street
Rochester, NH 03867

Or e-mailed to:

shs.student.registration@sau54.org