Please note, if a physical or Immunization record is required, you must bring the completed form(s) to your student’s school before registering online. If a physical or Immunization record is required and you are registering online, the Lumen Parent Portal will remain locked until the form(s) is turned in to your student’s school office. (Grades: Pre-K, K, 6, 9, 12).
Wabash CUSD #348 2020-21
School Registration Information

General Information

OFFICE HOURS:

Mt. Carmel Elementary School
July 27th – August 6th
Monday – Thursday
8:00 a.m. – 2:30 p.m.

Mt. Carmel Jr./Sr. High School
July 27th – August 6th
Monday – Thursday
8:00 a.m. – 2:30 p.m.

Mt. Carmel Grade School
July 27th – August 6th
Monday - Thursday
8:00 a.m. – 2:30 p.m.

SCHOOL CONTACT INFORMATION:

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Pre-K / Early Childhood Registration

Pre-K / Early Childhood Health Requirements
*MUST BE TURNED IN TO MT. CARMEL ELEMENTARY SCHOOL TO REGISTER*

- Lead screening verification
- Completed physical *(You must have this document to register)*
- Up-to-date immunization record *(You must have this document to register)*

Registration Documents Needed
- Child’s social security number
- Certified copy of birth certificate
- Completed health forms (listed above)
- Proof of Income *(Pre-K Only)*
  - Pay Stub – The two most recent & consecutive
  - SNAP benefits
  - Child Care Assistance Program (CCAP)
  - W-2 – The most recent
  - TANF benefits
  - WIC benefits
  - SSI benefits
  - Tax Return (2019)
Kindergarten Registration

Kindergarten Health Requirements

_MUST BE TURNED IN TO MT. CARMEL ELEMENTARY SCHOOL TO REGISTER_

- Lead screening verification
- Completed physical on Illinois form (You must have this document to register)
- Up-to-date immunization record (You must have this document to register)
- Vision exam
- Dental exam

Registration Documents Needed

- Child’s social security number
- Certified copy of birth certificate
- Completed health forms (listed above)
Health Requirements

First Grade:
- None

New Students to Illinois:
*ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL ELEMENTARY SCHOOL TO REGISTER*
- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening
Health Requirements

Second Grade

- Dental exam

New Students to Illinois:

*ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMELELEMENTARY SCHOOL TO REGISTER*

- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening
Wabash CUSD #348 2020-21
School Registration
Information

Third Grade Registration

Health Requirements

Third Grade
- None

New Students to Illinois:
ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL GRADE SCHOOL TO REGISTER
- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening
Fourth Grade Registration

Health Requirements

Fourth Grade
- None

New Students to Illinois:
ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL GRADE SCHOOL TO REGISTER
- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening
Health Requirements

Fifth Grade

- None

New Students to Illinois:

ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL GRADE SCHOOL TO REGISTER

- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening
Sixth Grade Registration

Health Requirements

Sixth Grade
- Completed physical *(You must have this document to register)*
- Up-to-date immunization record *(You must have this document to register)*
- Dental exam

New Students to Illinois:
*ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL GRADE SCHOOL TO REGISTER*
- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening
Seventh Grade Registration

Health Requirements

Seventh Grade
- None

New Students to Illinois:
ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL JR./SR. HIGH SCHOOL TO REGISTER

- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening
Health Requirements

Eighth Grade

- None

New Students to Illinois:

**ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL JR./SR. HIGH SCHOOL TO REGISTER**

- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening
Health Requirements

Freshman Students

- Completed physical *(You must have this document to register)*
- Up-to-date immunization record *(You must have this document to register)*
- Dental Exam

New Students to Illinois:

*ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL HIGH SCHOOL TO REGISTER*

- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening

Freshman Fees:

Freshman fees are based on the individual classes they have signed up to take. Students/Parents will be able to access fees in September at which time you may pay online in the Lumen Parent Portal or in the Jr./Sr. High Main Office.
Wabash CUSD #348 2020-21  
School Registration  
Information  

Sophomore Registration  

Health Requirements  

Sophomore Students  
• None  

New Students to Illinois:  
ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL HIGH SCHOOL TO REGISTER  
• Parent or guardian must accompany students to registration to sign required forms.  
• Child’s social security number  
• Certified copy of birth certificate  
• Completed physical on Illinois form  
• Up-to-date immunization record  
• Vision screening  

Sophomore Fees:  
Sophomore fees are based on the individual classes they have signed up to take. Students/Parents will be able to access fees in September at which time you may pay online in the Lumen Parent Portal or in the Jr./Sr. High Main Office.
School Registration Information

Junior Registration

Health Requirements

Junior Students
- None

New Students to Illinois:
ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL HIGH SCHOOL TO REGISTER
- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening

Junior Fees:
Junior fees are based on the individual classes they have signed up to take. Students/Parents will be able to access fees in September at which time you may pay online in the Lumen Parent Portal or in the Jr./Sr. High Main Office.
Senior Registration

Health Requirements

Senior Students

- Up-to-date immunization record *(You must have this document to register)*

New Students to Illinois:

*ALL DOCUMENTS MUST BE TURNED IN TO MT. CARMEL HIGH SCHOOL TO REGISTER*

- Parent or guardian must accompany students to registration to sign required forms.
- Child’s social security number
- Certified copy of birth certificate
- Completed physical on Illinois form
- Up-to-date immunization record
- Vision screening

Senior Fees:

Senior fees are based on the individual classes they have signed up to take. Students/Parents will be able to access fees in September at which time you may pay online in the Lumen Parent Portal or in the Jr./Sr. High Main Office.
Wabash CUSD #348 2020-21
School Registration
Information

K – 8 Online Registration Instructions

PLEASE NOTE:

- If a physical or Immunization record is required, you must bring the completed form(s) to your student’s school before registering online or in person. If a physical or Immunization record is required and you are registering online, the Lumen Parent Portal will remain locked until the form(s) is turned in to your student’s school office (Grades: Pre-K, K, 6).
- If you need a Lumen login contact your child’s school.

1) Go to Lumen Login Information

2) Enter your Lumen login information with the appropriate school location:
   a) Mt. Carmel Elementary School (K-2) – Location ID 3
   b) Mt. Carmel Grade School (3-6) – Location ID 4
   c) Mt. Carmel Junior High School (7-8) – Location ID 5

3) Type your Lumen Login and Password. If you need a login contact your child’s school. If registering more than one child and want to link their accounts, call the appropriate school office.

4) Select your child’s “View Student Summary” (middle of page)

5) Select “Fees & Fines”, then select the drop down arrow.

6) Select “Add Money by Credit Card”. This will bring you to the Tab Authorize.net Credit Card Payments. Type the total amount in the box and then select all the items on the account details page.

*Your balance is the total amount you owe. ALL FEES MUST BE BROUGHT CURRENT AT THIS TIME. NO CONTRACTS WILL BE ALLOWED.
Wabash CUSD #348 2020-21 School Registration Information

Student Registration Forms

7) Select “Student Registration Info V2”
8) Select, complete, and save each form.
9) Once each form is completed and saved, select all forms and select “Submit”.

F&R Registration Form

10) Select “F&R Registration Form”, then select the > arrow.
   a. Free and Reduced Lunch forms are printable from the district website or may be picked up at school offices beginning July 29th.
11) Select the “Free & Reduced Applicant Form” and complete the form.
    Save and submit the form.

Student Lunch Information

12) Select “Student Lunch Information” and pay balance due, if applicable.

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Wabash CUSD #348 2020-21
School Registration
Information

High School Registration Instructions

PLEASE NOTE:

- If a physical or Immunization record is required, you must bring the completed form(s) to your student’s school before registering online or in person. If a physical or Immunization record is required and you are registering online, the Lumen Parent Portal will remain locked until the form(s) is turned in to your student’s school office (Grades: 9 & 12).
- If you need a Lumen login contact your child’s school.

1) Go to Lumen

Login Information

2) Enter your Lumen login information with the appropriate school location:
   a) Mt. Carmel High School (9-12) – Location ID 6

3) Type your Lumen Login and Password. If you need a login contact your child’s school. If registering more than one child and want to link their accounts, call the appropriate school office.

4) Select your child’s “View Student Summary” (middle of page)

Fees and Fines

*Fees at Mt. Carmel High School are based on the individual classes students have signed up to take. Student fees will be available on September 3rd, 2019. At that time, you may pay in the Jr./Sr. High Main Office or pay online in the Lumen Parent Portal by following steps 16 & 17.

5) Select “Fees & Fines”, then select the drop down arrow.

6) Select “Add Money by Credit Card”. This will bring you to the Tab Authorize.net Credit Card Payments. Type the total amount in the box and then select all the items on the account details page.

*Students who have outstanding fees may not be permitted to participate in extra-curricular activities. Students will be required to remain current with fees.
School Registration Information

**Student Registration Forms**

7) Select “Student Registration Info V2”

8) Select, complete, and save each form.

9) Once each form is completed and saved, select all forms and select “Submit”.

**F&R Registration Form**

10) Select “F&R Registration Form”, then select the > arrow.

   a. Free and Reduced Lunch forms are printable from the district website or may be picked up at school offices beginning July 29th.

11) Select the “Free & Reduced Applicant Form” and complete the form. Save and submit the form.

**Student Lunch Information**

12) Select “Student Lunch Information” and pay balance due, if applicable.

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