



# Lake County School District No. 7

*“Preparing Today for a Successful Tomorrow”*

August 7, 2017

Dear Parent / Guardian:

This letter contains important information for registering your student in Lake County School District #7. LCSD7 is piloting a new Online Re-Enrollment Program called **Registar**. This system is the first step in registering your student for the 2017 – 2018 school year. This system is open to students who were enrolled in LCSD7 during the 2016-2017 school year. The goal is to reduce paper and long lines by completing most registration paperwork online before attending registration. If you have multiple students attending the participating school, you will be able to register your students with the same log-in information.

Please follow these steps:

- Visit our website: [www.lakeview.k12.or.us](http://www.lakeview.k12.or.us) and click on the registration link.
- When you initially sign up on **Registar**, please click on the green “SIGN UP NOW” button. You will need a working email address and your **Registar** / Pinnacle ID. If you do not remember your ID from last year, please call (541) 947-2287.
- If you need to log on later, you will click on the yellow “PARENT LOGIN” button.
- Under the Registration Dashboard, you should find your students(s) to begin the re-enrollment process.
- Complete **Registar** steps 1-8. There are many required fields; if you find you do not have the information we recommend the following:
  - Use all 9’s if you do not have a phone number (999) 999-9999
  - Write none or unknown in a field (example Dentist Name: none)
  - Use the following email code if you do not know the email for a non-lives with contact:none@none.com
- After the re-enrollment on **Registar**, please return to the school website for additional required and optional forms. These forms can be printed at home or copies can be obtained during registration.

- To complete the registration process, please come to one of the in-person sessions to receive lockers and schedules, pay school fees and receive other important school information. Spanish translation is available every session.

Registration dates and times are available on the website:

**[www.lakeview.k12.or.us](http://www.lakeview.k12.or.us)**

**Computers will be available during registration for families who are unable to complete this process at home.**

Jesse Hamilton  
Principal  
Lakeview High School/ Daly Middle School

Susan Warner  
Principal  
Fremont / AD Hay / Union Schools