

**Clemens High School and Steele High School (9<sup>th</sup> – 12<sup>th</sup> grade)**  
**2021-2022 New Student Registration**  
**July 5 – July 19, 2021**  
**Via email and Dropbox**

SCUCISD is currently transitioning to our new parent portal system, Ascender Parent Portal. During this transition, new student registration for **high school students** will take place via email with the campus registrar and use of a secure Dropbox link.

- Email the campus registrar to request the 2021-2022 registration forms and a secure Dropbox link.
  - **Samuel Clemens High School**
    - [samuelclemensreg@scuc.txed.net](mailto:samuelclemensreg@scuc.txed.net)
  - **Byron P Steele High School**
    - [byronsteelereg@scuc.txed.net](mailto:byronsteelereg@scuc.txed.net)
- The campus registrar will email you the required forms, checklists for all required forms/documents, information sheets and a secure Dropbox link.
- Complete the required forms in the file, “*High School Reg\_Forms to Return\_July 2021*”, and save them to your computer.
- Gather all required documents listed on the checklists in the file “*High School Reg\_Checklists\_July 2021*”, and scan/take pictures of the documents.
- Use the secure Dropbox link the registrar provided to upload all required documents and the completed forms.
  - If you have not received your Dropbox link, please check your spam/junk folder.
  - Access to Dropbox links are available for a limited time. If you can no longer access your Dropbox link, please email the campus registrar at the above email address to request access to your link.

**The campus registrar will be able to begin processing your student’s enrollment once all required documents and completed forms have been received.**

**Please watch your email for messages from the campus registrar regarding any additional information that may be needed and/or information concerning the next steps to complete your high school student’s enrollment and set up an appointment with a counselor to select courses for your student.**

**2021-2022 New Student Registration will open in Ascender Parent Portal for students in ALL grade levels on July 26, 2021.**