



## Portland Evening Scholars (PES) Non-PPS Registration Form

Grant High School Campus (Room 198), 2245 NE 36<sup>th</sup> Ave., Portland OR 97212

Phone: 503-916-5720 Fax: 503-916-2691

[pess.pps.net](http://pess.pps.net)

**Please fill out the form COMPLETELY. Follow instructions on the next page for form submission.**

Student Last Name		Student First Name		MI	Date of Birth
Street Address		Apt. #	City	State	Zip Code
Gender F    M    X	Living With: <input type="checkbox"/> (1) Parent/Guardian <input type="checkbox"/> (2) Parent/Guardian <input type="checkbox"/> Self		Preferred Name		Student Cell #
Student Email Address		Mailing Address if different than above			
(1)Parent/Guardian First and Last Name		(1) Home Phone#	(1) Parent/Guardian Cell #	(1)Parent Email Address	
(2)Parent/Guardian First and Last Name		(2)Home Phone#	(2) Parent/Guardian Cell #	2)Parent Email Address	
(1) Emergency Contact First and Last Name		(1) Home Phone #	(1) Cell#	Relationship to Student	
(2) Emergency Contact First and Last Name		(2) Home Phone #	(2) Cell#	Relationship to Student	
Name Of School You Attend During The Day				Grade	PPS Student ID# (if applicable)
Counselor First and Last Name		Counselor Email Address		Fax #	
School Street Address			City	State	Zip Code
Day	Course Name	Please see <a href="http://pess.pps.net">pess.pps.net</a> for our current Course Catalog. Include the course name and location.		Credit Type (Please circle one)	
Mon.	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice		Initial	Recovery
Tues.	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice		Initial	Recovery
Wed.	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice		Initial	Recovery
Thurs.	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice		Initial	Recovery

**Student's 1<sup>st</sup> Language** \_\_\_\_\_ **Student's Language at Home** \_\_\_\_\_

**Student's Ethnicity** (Check one)    **Student's Race** (Check all that apply)     Asian     American Indian / Alaskan  
 Hispanic     Non-Hispanic     Black / African American     Native Hawaiian / Other Pacific Islander     White

**Student qualifies for Free/Reduced meals** and you consent to sharing the student's eligibility status for F/R price meals with PES for the purpose of receiving a reduction in tuition. ***\*Student must live WITHIN the PPS boundary.***

*By signing below, you agree that you have read the PES Information & Policies below:*

\_\_\_\_\_  
Parent/Guardian Signature (required)

\_\_\_\_\_  
Signature of Day School Counselor (highly recommended)



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### Portland Evening Scholars Information & Policies

**Student Responsibility:** PES is a voluntary supplemental credit recovery and credit advancement program operated by Portland Public Schools. Students enrolled in PES have the responsibility to follow all rules in the most current District Student Rights, Responsibilities and Discipline Handbook Go to the following web address for a PDF of the Handbook: <http://www.pps.k12.or.us/departments/student-services/358.htm>

**Attendance Policy:** Attendance is crucial. There are no excused absences, including absences due to late enrollment. Students who miss more than 3 classes may be withdrawn. 3 tardies = 1 absence.

**Courses:** Each successfully completed course earns the student one-half (1/2) credit. Classes may be cancelled due to insufficient enrollment, lack of space, or availability of a teacher. All decisions regarding class and teacher assignment are made by the PES administration.

**Tuition and Refunds:** (Tuition is due in full at the time of registration)

Students living <b><u>within</u></b> PPS boundaries or attending a PPS school	\$200
Students living <b><u>within</u></b> PPS boundaries, AND who <b><u>qualify for Free/Reduced Meals</u></b> (must provide verification):	\$35

We accept cash, check or money order (payable to: PPS) and VISA or MasterCard credit/debit cards.

**Refunds:** Refunds must be requested by March 7, 2024. Contact the PES office at 503-916-5720 to request a refund. Please allow 6-8 weeks for processing.

**Registration:**

1. Complete this form.
2. We strongly recommend you meet with your student's counselor to ensure you have selected the correct course(s).
3. Send the completed for either via email (khanson2@pps.net) or via fax (503-916-2691).
4. PES will begin processing registration for students not attending PPS schools on February 14, 2024.
5. PES must receive this form no later than Friday, February 16, 2024.
6. PES will be in contact with the family regarding any tuition fees due.

**Special Note for Spring 2023-24** All PES courses will be held in person at a variety of locations.

You can find the PES Course Catalog at [pess.pps.net](http://pess.pps.net).

- Grant HS, 2245 NE 36th Ave, Portland, OR 97212
- Franklin HS, 5405 SE Woodward St, Portland, OR 97206
- McDaniel HS, 2735 NE 82nd Ave, Portland, OR 97220
- Roosevelt HS, 6941 N Central St, Portland, OR 97203