MADEIRA
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March 2022

Dear Students,

Course registration season begins! Course registration is a process with many steps, which unfolds over many months.

Phases of course registration

1. We are about to engage in ***Phase 1***, which is when you confirm your main academic decisions and priorities for '22- '23, specifically regarding core courses and D block seasons.
2. ***Phase 2*** follows in Mod 6, when a student can arrange an individual meeting (over TEAMs or in the office) with Ms. Kerrigan or Ms. Mahoney. Parents can be invited. If parents attend, then the meeting will happen on TEAMs. Meetings typically last between 20-30 minutes. A rising senior can ask that we invite her college counselor; if the counselor's schedule allows, we will invite her. During the individual meeting, we will reflect together on your growth this past school year, as well as pull out the four-year plan and discuss the path before you.
3. ***Phase 3*** follows in the summer, when schedules are posted, and students add electives in remaining spaces if they choose to.

Where do I find the forms and materials?

- Course registration forms are posted on the Madeira website Forms and Schedules
- Your individual sheet is in your portal on Backpack.
- Course descriptions for '22- '23 courses on the website on the Academic Departments page.

What are my next steps?

- ***Review*** your individual sheet and related forms. Note: the forms are fillable PDFs, which means you can write on them and your parents can sign them (or you can print and write on them).
- On your individual sheet, ***indicate your core course choices*** per instructions. Feel free to write in any information you think will be helpful as we build your schedule. On your D block form, ***indicate your priorities for your three seasons of D block next year***.
- ***By D block, Friday, March 11***, complete your individual form and your D block form, including your parent's signature. ***Send*** the signed forms to courseregistration@madeira.org or print and drop off hard copy at the Academic Office.
- If you would like, ***make an appointment*** for a Mod 6 course registration meeting through our online scheduler.

We're excited to experience course registration for '22- '23 with you!

Sincerely,

Ms. Kerrigan
Assistant Academic Dean

Ms. Mahoney
Dean of Faculty and Academics