



**Beverly Hills Unified School District**  
255 South Lasky Drive  
Beverly Hills, CA 90212-3697

July 12, 2018

**Welcome Back to School – Procedures for Updating Emergency Contacts and Annual Acknowledgement**

Dear Returning Beverly Hills Unified School District Families,

Welcome back to school! Beginning July 12, 2018 please update your child's enrollment information on the district website. Please read below to begin.

**Annual Back-to-School Procedures**

**Beginning July 16<sup>th</sup>**, please affirm your returning student's attendance in the Beverly Hills Unified School District. Visit the district website at <http://www.bhusd.org/>, navigate to the "Enrollment" link, and select the "**Returning Students Annual Back-to-School Procedures**" link. Complete the four steps:

- Step I:** Read The Rights & Responsibilities Handbook  
**Step II:** Read the Information on your School's "Back-to-School" Website  
**Step III:** Access the Returning Student Parent Portal (*If you have logged in before, enter your username / email address and password. If not, see the back of this letter.*)  
**Step IV:** Bring in Mandatory and any Optional Forms:

**BHHS:** When you have finished the online portion, please have your child bring the completed Emergency Card, Annual Acknowledgement Form, and any optional form(s) to Registration Check-In Day. Below are the dates:

- Wednesday, August 8<sup>th</sup> - Freshman orientation & registration from 7:45 AM to 3:00 PM (New to District will be invited for orientation.)
- Friday, August 3<sup>rd</sup> - Senior Registration 8-11:30 AM
- Monday, August 6<sup>th</sup> - Junior Registration 8-11:30 AM
- Tuesday, August 7<sup>th</sup> - Sophomore Registration 8-11:30 AM

If you have changed your address, please bring in the necessary documentation to House A at BHHS to verify your new address.

Welcome back to school,

*Laura Chism*

Laura Chism  
Assistant Superintendent of Student Services