



PHOENIX HIGH SCHOOL SEVENTH PERIOD REGISTRATION DIRECTIONS  
*Fourth Minisemester 2011-2012*

**Phoenix will once again be using the MEALPAY PLUS program for all seventh period registration.**

**The cost per class is \$210.00.**

**REGISTRATION DATES:**

**February 27, 2012 – March 5, 2012**

**Online Only**

**Class Dates:** March 13, 2012 - May 17, 2012  
**Class Times:** 4<sup>th</sup> Period 3:40 PM - 5:45 PM  
5<sup>th</sup> Period 6:05 PM – 8:10 PM  
**Tuition Cost:** \$210.00 per class

**Online Registration process:**

1. Students should contact their local school counselor to confirm which class(es) they need to register for at Phoenix. Counselors should make sure the students have met any prerequisite(s) for the requested course(s).
2. Students should go to Phoenix High School's website and complete all steps for seventh period registration: [www.gwinnett.k12.ga.us/PhoenixHS/home.html](http://www.gwinnett.k12.ga.us/PhoenixHS/home.html). Students should have their credit card (VISA or Mastercard) available during online registration in order to pay for their class(es) at the time of registration. If a student needs to use cash then he/she should purchase a prepaid VISA or Mastercard ahead of time in order to pay online. Or, there is also the ability to pay via e-check from a checking account. **Students will also need their student ID number.**
3. Students will complete the following steps at Phoenix's website:
  - Open and view a list of available classes for seventh period registration. During registration, the actual classes that are available may change due to some classes filling up early.
  - Open and **read** the Phoenix High School Student Contract. Students will enter their name and home school and then accept the terms of the contract in order to continue through registration.
  - Click the link to the Mealpay Plus program website to register for course(s): [www14.mealpayplus.com](http://www14.mealpayplus.com). If students are already a registered user with the Mealpay Plus website then they should log in with their user name and password to access registration. If a student is new to using Mealpay Plus then he/she will have to complete the steps to become registered in order to register for his/her class(es).
4. Once registration is complete, students should report to the front lobby of Phoenix High School on the first day of class to check the student locator in order to find out the teacher and room number for their course(s). Students should plan to arrive at least 15 to 20 minutes prior to the start time of class on the first day in order to allow time to locate the classroom. Students can obtain a parking permit to park on Phoenix's campus for free during the first week of class. After the first week, the permits are \$10. **The address for Phoenix High School is 501 West Pike Street, Lawrenceville, Georgia 30046.**

For login and password help, click the "Need Help" button on the Mealpay Plus website.

For course questions, contact Phoenix High School at (770) 513-6862.