



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY  
EUROPE – SOUTH DISTRICT  
NAPLES HIGH SCHOOL  
PSC 808 Box 139  
FPO AE 09618

June 8, 2020

**RE: NEW SUMMER REGISTRATION SY 20-21**

Dear Wildcat Families,

Welcome to the Naples Middle High School Wildcats family! We are proud of our school and the well-rounded education your child/children will receive. Our team is excited to meet you and your family and we look forward to working with you to register your Wildcat, enroll them in classes and to share with them the many curricular and co-curricular programs that our school has to offer. This page is meant to help you get started in the registration process.

**IMPORTANT DATES AND TIMES**

- 11 JUNE - 17 JULY - 0800-1600 - Monday - Friday
- 20 JULY - 9 AUG - 0900-1500 - Tuesday, Wednesday, Thursday
- 8 AUG -21 AUG 0800-1600 Appointment with Counselor REQUIRED
- 24 AUG – First day of school and drop/add period begins

***\*NOTE: The office will only handle initial new registrations from 11 JUNE-9 AUG 2020.***

***\*NOTE 2: During initial registration we collect and review all registration documents and set up an appointment with grade level counselors who return on 8 AUG 2020.***

**NEW REGISTRATIONS**

Our registrar Michela Pellecchia will take walk-in appointments from 11 JUNE – 17 JULY. After this date, the main office will be opened to accept new registrations from 20 JULY – 9 AUG 2020, from 0900-1500 Tuesday, Wednesday, and Thursday. New registrations include a collection of required documentation (see list below) and to set an appointment with our counseling staff beginning on 8 AUG 2020. If you have a question regarding registration please call the main office at 081-811-7500.

## Required Documentation

- Travel Orders PCS - Dependents listed on orders
- Previous School Records
- Passport (High School 9-12 grade only)
- SF-50 for local hire employees
- Up to date Immunization records

***Tuition paying families will need to make an appointment after 6 AUG to meet with the registrar, Michela Pellecchia.***

Important Factors:

(1) - Please bring IEP/504 documents if your child has intervention services on record. Parents should request to see an administrator at the time of registration if their child has any special needs.

(2) - You can find the registration forms on our website. After completing the forms; print them out and bring the hard copy with you to register. You can find the forms at <https://www.dodea.edu/NaplesMHS/registration.cfm> but please beware that the forms needed for returning and new students are different.

(3) - Please bring your student's school records. If you are unable to obtain official transcripts then please download the following Transcript Request document and share with your local school. If you are unable to complete this prior to your departure then we will be able to assist you once you arrive. Naples MHS Address:

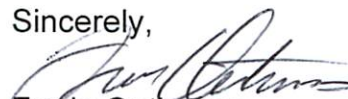
Naples MHS: Attention Registrar  
PSC 808 Box 15  
FPO AE 09618

Records Request Form:

[https://www.dodea.edu/Offices/Regulations/dodea\\_forms/upload/form\\_dodea1002.pdf](https://www.dodea.edu/Offices/Regulations/dodea_forms/upload/form_dodea1002.pdf)

If you have any questions please feel free to contact the office at 081-811-7500 or DNS 629-7500.

Sincerely,



Eredo Ontiveros

Principal

Naples Middle High School