

Check-In Process

Step 1: District Forms

Complete district Parent Forms for the 2024-2025 school year. Parent Forms must be completed before the student's In-Person check-in day. To complete the forms, go to: my.cherrycreekschools.org and sign into your parent account. Once you are logged in, click on the [PowerSchool/Parent Forms](#) tile.

Step 2: CCHS Forms

GRADE LEVEL CHECK-IN INFORMATION-REQUIRED-Each parent or guardian must fill out this grade specific Google Doc.

Click [Here for 9th Grade](#)

Click [Here for 10th Grade](#)

Click [Here for 11th Grade](#)

Click [Here for 12th Grade](#)

Step 3: Payments

Make payments via RevTrak link [HERE](#) (No Service Fees will be added to any RevTrak transaction.)

All Grades- optional

Activity Fee (\$30) **You must bring a copy of your emailed receipt with you to check-in in order to have the activities sticker on your ID. Purchase by August 2nd to ensure the Activity Pass is printed on your ID.**

Yearbook (\$75-goes up to \$80 on January 1)

Online Student Directory (\$10)

Friends of PTCO Donation (any amount)

After Prom Donation (any amount)

PTCO Staff Appreciation (any amount)

12th Grade

Graduation Fee (\$25)-required

Cap & Gown Fee (\$50- goes up to \$60 on January 1)-required, unless you are using a gown from a previous graduate

Senior Panoramic Photo-(price varies)-optional

For all purchases, you will receive an emailed receipt. Please save the receipt for reference and bring it with you to In-Person check-in

Step 4: In-Person Check-in

CHECK-IN PROCEDURES

1. All students MUST have Parent Forms completed prior to check-in at school.
2. Each student MUST check in for themselves. Parents may pick up their students at the West Cafeteria exit door. For incoming 9th graders, please allow approximately one hour for them to complete all required check in stations. For grades 10-12 the process typically takes less than 30 minutes unless they are picking up a new technology device.
3. **COVER SHEET-REQUIRED**-Every student must fill out, **PRINT and bring this to In-Person check-in**. Click [HERE](#)

Students may not attend classes until they have completed the check-in process and have their CCHS picture ID.

- **Have you moved?** Address changes must be made with District Admissions prior to check-in. Proof of the new address is required. **We are unable to make changes in PowerSchool using the forms you turn in at check-in.** You cannot continue if your address is not current. Click [HERE](#) to change or update your address.
- **Parking information** for 24-25 Juniors and Seniors ONLY. THIS IS A 3 STEP PROCESS -ALL OF THESE STEPS ARE REQUIRED
 1. Read information letter. Click [HERE](#)
 2. Complete Google form [HERE](#)
 3. Make payment via RevTrak [Here](#)
- **Lifetouch School Portrait Information:** Lifetouch will be taking student photos at check-in. All students, including seniors, must have their pictures taken for school IDs. Approximately two weeks after check-in, digital versions of student photos will be available to purchase through Lifetouch. Instructions will be emailed out to all families once photos are ready to be viewed. There will be picture retakes later in September; watch for dates in Week at Creek.

All students, including seniors, must have their pictures taken for school ID's.

Absolutely NO COSTUMES will be permitted.

There are no schedule changes during the week of check-in.

STUDENTS MUST CHECK-IN AT THEIR ASSIGNED TIMES. Students who miss their assigned time must attend late check-in on Monday, August 12th. Students MAY NOT check-in ahead of their assigned time.

2024-2025 School Year

Tues. Aug 6th	Wed. Aug 7th	Thurs. Aug. 8th	Fri. Aug 9th
12th Grade	11th Grade	10th Grade	9th Grade

	10:30—Lf-Mo	8 :00—Fv-Ha	8 :00—Fv-Ha	8:00—Aa-Bq
Location : West Cafeteria	10:50—Mp-Pe	8:20—Hb-Ka	8:20—Hb-Ka	8:25—Br-Cu
Enter West Building through	11:10—Pf-Rz	8:40—Kb-Le	8:40—Kb-Le	8:50—Cv-Fu
North doors (W 19) across from the	11:30 —Sa-Sm	9:00—Lf-Mo	9:00—Lf-Mo	9:15—Fv-Ha
Registrar’s Office.	11:50—Sn-Ts	9:20—Mp-Pe	9:20—Mp-Pe	9:35—Hb-Ka
	12:10—Tu-Z	9:40—Pf-Rz	9:40—Pf-Rz	10:00—Kb-Le
There will be LATE Check-In on	12:30—Aa-Bq	10:00— Sa-Sm	10:00— Sa-Sm	10:25—Lf-Mo
Monday, August 12th in the West	12:50—Br-Cu	10:20— Sn-Ts	10:20— Sn-Ts	10:50—Mp-Pe
Cafeteria from 8-12.	1:10—Cv-Fu	10:40— Tu-Z	10:40— Tu-Z	11:15—Pf-Rz
	1:30—Fv-Ha	11:00— Aa-Bq	11:00— Aa-Bq	11:40—Sa-Sm
	1:50—Hb-Ka	11:20— Br-Cu	11:20— Br-Cu	12:10—Sn-Ts
	2:10—Kb-Le	11:40— Cv-Fu	11:40— Cv-Fu	12:35—Tu-Z
		11 :40 – 1 :00	11 :40 – 1 :00	12 :35 - 1 :30
		Make-ups	Make-ups	Make-ups
		12th & 11th	10th – 12th	All grades

More information will be sent by email in early August and posted on the website.

OTHER IMPORTANT INFORMATION:

- Freshman and New Student Orientation is Monday, August 12th (STUDENTS MUST BE CHECKED IN TO ATTEND)
- **The first day of school is Tuesday, August 13th for all students in grades 10, 11, and 12.**
- Wednesday, August 14th will be a regular schedule for all students in grades 9 thru 12.
- Students may not attend classes until they have completed the check-in process and have their CCHS picture ID.
- As a reminder, there are NO school supply lists for Cherry Creek High School. Specific classes/teachers will provide a list of needs when school begins.

- Busing information will be mailed the first week of August. If you have questions about buses, the transportation phone number is 720-886-7400
- Students will receive their schedules the afternoon after their In-Person check in.
- Power School for parents and students will be available starting Wednesday, August 14th