

# Registration Day

Your guide to Registration Day and Moving into the MBA Dorms . . .

## FAST FACTS

AUGUST 2016

### Before you arrive...

Make sure that you have all your paper work in order.

### Where do you go first?

Check in begins at the Administration Building. Everyone starts there.

### Avoiding the lines...

If you have turned in all requested forms; prepaid your Basic Charge #1 plus registration fees; your medical info is all current and complete (including physical); have work papers and a copy of your Social Security card on file; and have completed your class schedule, your registration is nearly complete!

### Dinner/Handshake

Come to the MBA Beach at 5 p.m. after you register – for food, fun, fellowship and the ASB Handshake (Parents are welcome)

### Evening

Dorm students, return to the dorms after the Handshake for worship and dorm orientation.

## August 14

Check in begins at 10 a.m. on the north side of the Administration Building.

### Last Name:

A – E 10:00 – 11:00 a.m.  
 F – K 11:00 a.m. – 12:00 p.m.  
 L – P 12:00 p.m. – 1:00 p.m.  
 Q – T 1:00 p.m. – 2:00 p.m.  
 U – Z 2:00 p.m. – 3:00 p.m.

Find your check in time by last name above. Come to the Administration Building to sign in and pick up your **Registration Card**.

You may move into the dorms at any time between 9 a.m. – 7 p.m. Check in with the Dean or the Dorm staff to get your room assignment, and then move into your room!

### Stations at registration

- 1 – Sign-in
- 2 – General Info/AUP\*
- 3 – Finances\*
- 4 – Academic Advising/Class Schedule/Day students\*
- 5 – Work Education\*
- 6 – Music/Fine Arts/Campus Ministry
- 7 – ID Cards
- 8 – PowerSchool/Remind
- 9 – Medical\*
- 10 – Textbook Purchase/Checkout

### Areas you can take care of ahead of time

**General Info Sheet** (complete form and send in)

**Acceptable Use Policy** (complete form and send in)

**Finances** (payment to the Business Office for registration fee & Basic Charge #1; textbook purchases are included, except for consumables)

**Class Schedule** (submit or postmark by August 5)

**Day Student Info** (complete forms and send in)

**Work Education** (Work papers, copy of Social Security card)

**Medical** (physical, immunizations, medication form and copy of medical insurance card)

\*Items that **CAN** be done prior to registration day.

**Freshmen (9<sup>th</sup> grade only) Math Placement test** (required of all freshmen who have not taken it already) will be taken throughout the day on Sunday, August 14 on the hour beginning at 10 am.

After registration, at 5 p.m. you are invited to join us at the beach for dinner and fun with the ASB!

Following dinner, dorm students will enjoy some time with dorm orientation.

***If you have any questions, please don't hesitate to call or email us!***

[academics@montereybayacademy.org](mailto:academics@montereybayacademy.org)

**831-728-1481 and dial the extension you need:**

**Principal** Jeff Deming x1219

**Academics** Donna Baerg Entze x1218

**Finances** Efrain Murillo x1212

**Work** Doug & Heather Donesky x1213

**Medical** Janette Sheperd  
831-332-0334

**Boys Dorm** Johnsy Posthumus x1302

**Girls Dorm** Jennifer Ingold x1312