



COLLEGIATE  
SCHOOL OF MEMPHIS

Para leer estas instrucciones en español, haga [clic aquí](#).

Step 1: Read these documents first.

- [Family Handbook](#) (Students will also receive a hard-copy of the Family Handbook on August 8 in their Community Group)
  - Student Code of Conduct
  - The Honor Code
  - Professional Appearance Policy
  - Student Acceptable Use Policy
  - Use of Technology – Chromebook Agreement
- [Medication Guidelines](#)
- [2023-2024 School Calendar](#)
  - (Note: absences will not be excused during 1st or 2nd semester exam weeks)

Step 2: Complete the Online Registration form (one per child)

- [Online Registration](#)
  - Section 1: Introduction
  - Section 2: Student Demographic Information
  - Section 3: Contact Information for Parents
  - Section 4: Student and Parent Commitment Form
  - Section 5: Emergency Contact Information
  - Section 6: Authorized Adults for Student Pickup/Checkout
  - Section 7: Insurance Information, Waiver of Liability, and Consent for Treatment
  - Section 8: Authorization to Administer Medication at School
  - Section 9: Lunch Status Release
  - Section 10: Chromebook Warranty
  - Section 11: The Kempie Jenkins Faith in Action Program
  - Section 12: CSM T-Shirts
  - Section 13: Additional Information
  - Section 14: Parent Signature

Step 3: Access and/or Download Required Online Applications and Websites

- Talking Points - Families Application
  - CSM Teachers and Administration use Talking Points as the primary method of communication with families. Please make sure that you have installed the **Talking Points - Families** app on your smartphone and that you have allowed notifications. (Need help? Email [support@collegiatememphis.org](mailto:support@collegiatememphis.org))
- Access your MySchoolGrades-App account
  - You will be able to regularly check your child's academic progress through the [MySchoolGrades website](#). You have a unique username\* and password. Please login and make sure that you know your username and password. \*Your username is your email address. (If you are logging in for the first time or if you need help, please email [awilliams@collegiatememphis.org](mailto:awilliams@collegiatememphis.org))

Step 4: Additional Information will be sent home with students on August 8, 2023

- Student Commitment Form - completed during Community Group on August 8, 2023
- Health History - complete at home and return to Community Group on August 9, 2023
- Lunch Application - complete at home and return to Community Group on August 9, 2023
- Family Handbook - keep at home