



Taking Care of Business Days Information

Please note dates and times by GRADE and LAST name

Seniors: Friday, August 18, 8:00-9:15 a.m. (alpha A-K); 9:15-10:30 a.m. (alpha L-Z)
Juniors: Monday, August 21—8:00-9:15 a.m. (alpha A-K); 9:15-10:30 a.m. (alpha L-Z)
Sophomores: Tuesday, August 22—8:00-9:15 a.m. (alpha A-K); 9:15-10:30 a.m. (alpha L-Z)
Freshmen: Wednesday, August 23—8:00-9:15 a.m. (alpha A-K); 9:15-10:30 a.m. (alpha L-Z)

Please complete and BRING WITH YOU the following:

Log on to AERIES portal (from parent account only)

1. Complete the on-line registration on the Aeries Parent Portal
2. **Print** the Emergency Form (MANDATORY)

From SDA Homepage: sd.sduhsd.net —Click on Taking Care of Business Days

1. Print Signature Verification form (MANDATORY)
2. Print SDA Foundation Annual Appeal and volunteer form
3. Print Finance Office payment form (if making in person payments)
4. Print Student Parking Application (if needed)

TCB Day process:

1. Check in table (Theater lobby)
Turn in completed MANDATORY forms: Emergency Form and Signature Verification form (SEE ABOVE)
2. Student Pictures. ALL students take pictures and receive student ID.
(Seniors: ID pictures only. All other grades ID and Yearbook picture.)
You will need this ID card to proceed through the process!
Proofs will be emailed to parent email address as listed on the students Aeries account—PLEASE make sure your email address is current when completing the on-line registration in Aeries.
3. Pick up your tentative schedule (Must have current school ID to pick up schedule!)
4. SDA Foundation (PAC outdoor Amphitheater Stage)
Turn in the SDA Foundation Annual Appeal and Volunteer Form.
5. Finance Office
Avoid the line! Pay on line at: sd.sduhsd.net and click on SDA Webstore under Quick Links.
6. Student Parking Permit—Licensed drivers
Bring your current Student ID card, completed application, required documentation and car needing permit to front parking lot.

Please note: this process may take approximately 1 hour to complete!